

UNITED STATES MARINE CORPS

3D MARINE DIVISION (-) (REIN), FMF UNIT 35801 FPO AP 96602-5801

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DIVISION ORDER P4000.2

From: Commanding General To: Distribution List

Subj: STANDING OPERATING PROCEDURES FOR OFF ISLAND TRAINING

DEPLOYMENTS (SHORT TITLE: SOP FOR OFF ISLAND TRAINING

DEPLOYMENTS)

Encl: (1) LOCATOR SHEET

1. <u>Purpose</u>. To provide general logistics information to units participating in off-island training deployments.

2. Cancellation. DivO 4400.35, DivO 4000.1, DivO 4000.3.

3. Background. Training deployments are designed to allow units the opportunity to conduct combined reciprocal/bilateral training in varying environments throughout the Western Pacific. This SOP consolidates logistics guidance for all off Okinawa training deployments into a single volume. This SOP consolidates logistics guidance for all off Okinawa training deployments into a single volume.

- 4. Recommendations. Recommendations concerning the contents of this SOP are invited. Such recommendations should be forwarded to the Commanding General, 3d Marine Division (AC/S G-4) via the appropriate chain of command. Commodity managers within Division G-4 are responsible for updating this SOP and for providing specific specific logistics information to the G-4 Plans Officer for inclusion in deployment LOIs.
- 5. Certification. Reviewed and approved this date.

R. A. HORD Chief of Staff

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CG, 3d FSSG (3) CO, HqBn Camp Fuji

LOCATOR SHEET

	STANDING OPERATING PROCEDURES FOR OFF ISLAND TRAINING DEPLOYMENTS (SHORT TITLE: SOP FOR OFF ISLAND TRAINING DEPLOYMENTS)
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CHAPTER 1

GENERAL INFORMATION

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CHAPTER 1

GENERAL INFORMATION

1000. INTRODUCTION/CONCEPT. Due to the various training restrictions on Okinawa it is essential that training is pursued in a number of different countries, particularly Korea, the Philippines, Thailand and mainland Japan. A number of training areas have been established in these countries, however, due to the different laws, regulations and restrictions in each country, it is important that the units of the 3d Marine Division are made aware of the special considerations involved in training in these various countries prior to their deployment. The 3d Marine Division Training, Employment and Exercise Plan (TEEP) contains information on projected exercises, deployments and time schedules.

1. Temporary Additional Duty (TAD) Orders

- a. <u>Field Duty</u>. If travel is via government mode and field duty will be performed, the exercise Force List will be utilized.
- b. <u>Funded Orders</u>. If the exercise requires funded TAD orders, the request for TAD orders will be submitted to the Division Adjutant (Adj) not later than 25 days prior to the anticipated departure date.
- c. Attachments. Personnel attached to the exercise from another unit will receive field duty orders generated by their unit.
- d. <u>Early Return From Deployment</u>. Only for "Bona Fide Emergencies" will personnel receive orders for an early return from deployment.
- e. Rotation Tour Date. Personnel rotating within 30 days of the completion of the exercise will not be allowed to deploy in order to allow for enough time to process for Permanent Change of Station (PCS) orders.
- 2. <u>Emergency Leave Letter Of Instruction (LOI)</u>. Request for Emergency Leave LOI's will be submitted to the Division Adj not later than 10 working days prior to the anticipated departure date.
- 3. Personnel Casualty Reporting (PCR). Submission of all PCR's will be accomplished as directed in the operational LOI and per the guidance provided in MCO P3040.4. Deployed units will ensure that the Commanding Generals, Fleet Marine Force Pacific (FMFPac), III Marine Expeditionary Force (III MEF) and the 3d Marine Division along with all other appropriate headquarters are information addressees on all PCR's submitted.
- 1001. <u>FUJI</u>. The Commanding Officer, Headquarters Battalion, Camp Fuji is responsible for coordinating all Camp Fuji training evolutions

- 1. The primary source of logistical support for training units will be provided by the Combat Service Support Detactment (CSSD) deployed to Camp Fuji or Sub Unit 1 located in the training camp area.
- 2. The training unit will interact directly with Headquaters Battalion, Camp Fuji in matters dealing with logistics to include but not limited to:
 - a. Food Services.
 - b. Ammo Supply Point (ASP).
 - c. Garrison Mobile Equipment (GME).

3. <u>Liaison Visits</u>

- a. Training units will initiate liaison visit TAD requests to the Division Adj not later than 60 days prior to the deployment dates scheduled in TEEP. The liaison visit should be conducted no later than 45 days prior to the deployment. This will allow a reasonable amount of time for training/embarkation planning.
- b. Liaison visits should be used to meet with Camp Fuji representatives to:
 - (1 Identify/sight billeting, facilities and camp services.
- (2) Sight all training areas to evaluate logistical implications of any proposed combined training schedule.
- (3) To identify and request any additional support requirements which arise in the course of planning.

4. Military Pay/Currency Exchange

- a. <u>General</u>. Units should ensure that members deploy with sufficient Travelers Checks or U.S. Currency, or both if possible. There is a pay team that comes in twice per month that can cash government checks. Personal checks up to \$100.00 per day can be cashed at the bank/package store and personal checks up to \$50.00 over the purchase can be cashed at the local Post Exchange (PX).
- b. Advance Pay. If a deployment is to be longer than one or more pay periods, units can coordinate the drawing of advance pay for affected personnel (those on direct deposit as well as those receiving standard treasury checks through III MEF Disbursing System) as discussed in paragraph 1004.3b below.
- c. <u>Currency Exchange</u>. Yen can be bought in 1,000 Yen increments from the Pay Team that comes to Camp Fuji twice a month (on pay days).
- 5. <u>Mail</u>. There is a Post Office on Camp Fuji that will sell Money Orders and stamps. Units will contact the Base Postal Operations Section to establish mail handling procedures during the deployment

The unit will provide the Post Office with information on the length of deployment and the Post Office Operations Section will establish the mailing address so that the mail can be sent directly to Camp Fuji. Units will provide their own mail handlers. The telephone number for the Postal Operations Section, Camp Kinser, is 637-1191.

- 6. <u>Points of Contact</u>. The following are points of contact at Headquarters Battalion, Camp Fuji:
 - a. S-1 228-5368
 - b. S-3 228-5343
 - c. S-4 228-5306/5416
- 1002. KOREA. COMNAVFORKOREA (CNFK) Detachment Pohang will act as coordinator and liaison agent between the deploying units and other U.S. Forces, Korea (USFK) and Republic of Korea (ROK) units until such time that direct liaison is authorized.
- 1. The ROK offers numerous training areas and ranges which may be used by deploying units. Many of these ranges are controlled by the 1st ROK Marine Division located at Pohang on the east coast of the Korean Peninsula. Many of these ranges are suitable for conducting up to battalion sized operations.
- 2. The 1st ROK Marine Division usually requests to conduct combined training with the U.S. Marine Corps units deployed in the Pohang area. Requests for approval of training deployments should include information regarding the training areas/ranges desired and the combined training desired. Detailed planning for combined training can be accomplished during coordination conferences/liaison visits.
- 3. <u>Liaison Visits</u>. Liaison visits should be conducted at least 60 days prior to the deployment. During these visits combined training objectives and training area utilization should be refined and finalized. Attendees to the liaison visits should carry their own maps of the Pohang training areas. Contact with the Officer In Charge (OIC) of the Marine Expeditionary Camp/Pohang (MEC/P) should be made during the liaison visit to inspect billeting, messing and storage areas if they are to be used during the deployment. The units should also arrange for any contracting needs such as waste removal, food enhancements, water, fuel, etc.. (OIC, MEC/P telephone number is 767-3081/3325.)

4. Military Pay/Currency Exchange

a. General. Training units will ensure that personnel deploy with sufficient U.S. currency or Traveler's checks or both that can reasonably be expected to last the deployment. There are no facilities to cash personal or government checks at MEC/P.

- b. Military Pay. If a unit is going to be deployed to MEC/P for one or more pay periods, units may want to arrange for a pay team from 3d Force Service Support Group (FSSG). Units will coordinate with the FSSG G-3, Plans and Deployment Section, to arrange for disbursing team support. Units will provide the FSSG with the length of deployment, type of services requested and the number of personnel to be supported The units' personnel officers should provide the FSSG with accurate troop rosters and other pertinent information to ensure that their personnel are properly paid during extended deployments.
- c. Advance Pay. Advance pay can be arranged by following the instructions contained in paragraph 1004.2.b below.
- d. <u>Currency Exchange</u>. There is no currency exchange on MEC/P, however there are numerous areas in the city of Pohang that will exchange dollars for wan. Hotels and banks in Pohang will exchange money at competitive rates. Changing wan to dollars may be more difficult and personnel should be encouraged to exchange only what they will need for a few days at a time.
- 5. Billeting. MEC/P has Pre-engineered buildings to billet a total of 840 personnel in upper and lower camp combined. If the SEABEE Detachment is not using all of their spaces, there may be an additional 114 spaces available. There are showers in both locations to accommodate 750 per day. It must be noted that the water well at MEC/P has a limited production capacity and if the unit is large, the CSSD supporting it may have to bring additional water hauling and storage capability.
- 6. Messing. During the liaison visit, units must coordinate with MEC/P and the SEABEES on the use of the SEABEES' mess hall. If it is unavailable or the unit is too large to be accommodated, there are pre-constructed mess halls available but the training unit must provide all mess equipment.
- 7. <u>Mail</u>. For units that will be deployed for extended periods of time in Korea, the procedures for having mail delivered directly to Korea are the same as listed in paragraph 1001.5 above.
- 1003. PHILIPPINES. Future training events in the Republic of the Philippines will be dependent on political factors beyond the Division's control. However, it is reasonable to assume that training such as that conducted in Korea, Thailand and Indonesia will be resumed at some time in the future. At this time, it is not known which training areas will be available to the Division or what size units will be allowed to exercise in the Philippines. As information becomes available, it will be incorporated into revisions of this order.

1004. THAILAND

1. Thailand Training. The Joint U. S. Military Advisory Group, Bangkok, Thailand (JUSMAGTHAI), as a U. S. Commander in Chief, Pacific

(USCINCPAC) representative, is tasked with in-country exercise coordination. The Senior Marine Officer (SMO) in the Foreign Military Sales (FMS) Branch of the Navy Division, JUSMAGTHAI, assists the Exercise Branch as the in-country point of contact for USMC units. (Phone number for JUSMAGTHAI is 287-1036, extension 252 for exercise branch)

- a. The principal functions of the SMO relative to Thailand training are to advise training units on the administrative/operational peculiarities of training in Thailand, and during the planning phase of each increment, to serve as liaison between the 3d Marine Division and the Royal Thailand Marine Corps (RTMC), contractors and various agencies which contribute in-country support to the training unit. The limited assets available to the JUSMAGTHAI have been provided by the Thailand government for the internal operations of the Military Advisory Group. With the exception of those specific areas outlined herein or within the applicable Division Order, logistic and/or administrative support from the JUSMAGTHAI may not be assumed. External support may be available from other in-country organizations and agencies, e.g., RTMC, the American Embassy, and Utapao Royal Thailand Naval Air Base.
- b. No Status of Forces Agreement (SOFA) exists between the United States and Thailand.
- 2. <u>Liaison Visits</u>. Units should conduct liaison visits as soon as possible and not later than 60 days prior to their deployment. During this visit, units should view and confirm billeting areas, training areas, identify potential contractors for fuel, potable water, laundry, ice, and non-tactical vehicle transportation requirements. As soon a possible following the liaison visit and not later than eighteen days prior to the scheduled deployment training units will prepare a "Logistics Support Confirmation/Request" message as formatted in Appendix E. The purpose of this message is:
- a. To receive confirmation of support as tentatively agreed to during the liaison visit.
- b. To request any additional support requirements which arise in the course of planning following the liaison visit.

3. Military Pay/Currency Exchange

- a. <u>General</u>. Training units will ensure that personnel deploy with traveler's checks, U.S. currency, or a combination of the two which can reasonably be expected to suffice for the duration of the deployment. The cashing of checks, either government or personal, in Thailand is to be regarded as an exceptional procedure.
- b. Advance Pay. In the event one or more paydays are scheduled to occur during any particular deployment, training units will coordinate the drawing of advance pay for affected personnel (those on direct deposit as well as those receiving standard treasury checks through III MEF Disbursing System) as follows:

- (1) Not later than 15 days prior to a scheduled deployment, the training unit/parent battalion will contact the Quality Assurance Section of the III MEF Disbursing Office, Building 5714, Camp Foster (645-2646/7183) to advise them of the circumstances which justify the drawing of advance pay. If in concurrence, the Quality Assurance Section will contact the appropriate Branch Disbursing Office to issue an advisement and instructions.
- (2) As advised by the Quality Assurance Section, the training unit/parent battalion will subsequently contact the appropriate Branch Disbursing Office to address details of the advance pay process.
- (3) Advance checks will be cut for those paydays which occur during the deployment. The checks will be dated when generated and should be cashed prior to deployment. Individuals will be expected to then deploy with a currency/traveler's check combination adequate to sustain them for the duration of the deployment.
- (4) Recoupment procedures can be anticipated to occur as follows:
- (a) The first payday following the date when advance pay was drawn will most probably result in payment of normal sums as reflected on Leave and Earning Statements.
- (b) The second and third paydays following the date when advance pay was drawn will then result in No Pay Due (NPD) or zero deposits as the advanced amounts are recouped.

c. Currency Exchange

- (1) At a time and site designated by the training unit, an incountry commercial contractor can provide for the exchange of traveler's checks and U.S. currency for the Thailand national currency Baht. The exchange rate will be competitive with that offered by authorized exchange facilities (e.g., Thailand Military Bank) in the Sattahip, Pattaya, or Bangkok areas.
- (2) Incident to redeployment, the contractor can provide for the exchange of any residual Baht for U. S. currency, again at a time and location designated by the training unit.
- (3) Initial currency exchange requirements are to be identified in the logistic support confirmation/request message contained in appendix E. Subsequent requirements can be identified directly to the contractor once the training unit arrives at the in-country training site.

4. Mail

a. <u>General</u>. The timely delivery of mail forwarded to Thailand for unit personnel training in the vicinity of the Sattahip Naval Station is substantially impeded by the unavailability of an economical or regularly scheduled source of transportation between Okinawa and

Bangkok. Practicality, as well as past experience, suggests that mail addressed to unit personnel training in Thailand be held by the battalion/company postal officer for distribution upon return of the training unit.

- b. Should the parent battalion/training unit desire to have mail forwarded to Thailand for delivery to unit personnel training in the vicinity of Sattahip Naval Station, the following instructions and information apply:
 - (1) Mail shall be forwarded to:

General Delivery JUSMAGTHAI APO San Francisco 96346-5000

- (2) The exercise designator, "Thailand Training (year)-(#) (with blanks filled in as appropriate) shall be printed boldly beneath the forwarding address.
- (3) Mail so addressed will be delivered to the USAF Post Office 96546 at the JUSMAGTHAI Compound in Bangkok.
- (4) Training units will provide the Staff Noncommissioned Officer In charge (SNCOIC) of the Post Office a list of personnel authorized to pick up mail addressed to their personnel. The list should include the name of the SMO, Navy Division, JUSMAGTHAI.
- (5) Current operating hours of the Post Office should be ascertained by the liaison party. The phone number of the Post Office is (commercial) 286-9001, extension 293 or (commercial) 252-5040, extension 2372/2427.
- (6) Training units will provide the SNCOIC of the Post Office with disposition instructions for mail which is received subsequent to training unit redeployment or the last scheduled pick-up.
- c. Several options currently exist with regard to the pick-up of incoming mail from (and the delivery of outgoing mail to) the USAF Post Office at the JUSMAGTHAI Compound in Bangkok.
- (1) Option 1. At the request of the training unit, the SMO, Navy Division, JUSMAGTHAI may pick up incoming mail from the USAF Post Office and deliver it to the training unit incident to his routine, periodic site visits. Outgoing mail may then be delivered to the same Post Office upon his return to the JUSMAGTHAI Compound. If the training unit anticipates/intends to exercise this option, the name of the SMO must be included on the list of personnel authorized to pick up mail as required by paragraph 1004.3b(4) above.
- (2) Option 2. The training unit may hire a vehicle with a driver through an in-country commercial contractor to transport persononnel authorized to pick up mail from the USAF Post Office and back again to the training site. The liaison party must ascertain the

precise cost of this service, but the training unit can expect a minimum of \$60.00 per day or fraction thereof.

- (3) Option 3. The training unit may require authorized personnel to pick up mail from the USAF Post Office incident to liberty in Bangkok or, on an as-required basis, generate an authorization letter to pick up mail for any individual who will travel to Bangkok on official business or liberty.
- 5. Security Passes. Security passes are required for access to the Sattahip Naval Station. Not later than 15 days prior to scheduled deployment, training units will provide the SMO, Navy Division, JUSMAGTHAI with a complete list of names, with rank and SSN, of those individuals participating in its particular training increment. The SMO will subsequently coordinate the completion/issue of security passes with the cognizant agency of the Royal Thailand Navy (RTN)/RTMC.
- 6. Records. The exercise unit will hand-carry skeleton Service Record Book and Officer Qualification Records (SRB/OQR) consisting of a copy of the Basic Information Record (BIR), a copy of the Servicemen's Group Life Insurance (SGLI) Form and a copy of the Record of Emergency Data (RED). Only those health and dental records for Marine/Sailors with a past history of chronic injury/illness will be hand-carried by the exercise unit to Thailand. These records will be carried on a vessel other than the one on which the embarked Marines/Sailors to which the records pertain are transported. Include records for attachments to exercise unit.

CHAPTER 2

EMBARKATION

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CHAPTER 2

EMBARKATION

2000. <u>INTRODUCTION/CONCEPT</u>

- 1. Purpose. This Chapter provides an overview of the following:
 - a. Planning for deployment from an embarkation perspective
 - b. Deployment ports, beaches and airfields on Okinawa.
 - c. Information on common deployment sites.
 - d. Redeployment considerations

2. Deployment Modes and Sources

- a. The primary source of sealift is amphibious shipping scheduled by Commander Amphibious Group One (COMPHIBGRU ONE). Amphibious shipping is sometimes augmented by use of commercial common user sealift, or "black bottom shipping".
- b. The primary source of airlift is USAF Air Mobility Command (AMC) Special Assignment Airlift Missions (SAAMs). When lack of lead time or AMC aircraft availability dictates, USMC organic KC-130s or USN C-9/C-130 aircraft can be requested. Due to limited number of USMC and USN aircraft, these sources are highly subject to change of schedule or cancellation.
- 3. <u>Relationships</u>. Unit responsibilities for movement coordination, i.e., Plane Team Commanders for air movement and Team Embarkation Officers for surface movement, are spelled out in DivO P4600.1, Joint Publication 3-02.2 and FMFM 4-6. Division Embarkation is overall movement coordinator for off-island deployment of Division units.

4. Planning

- a. Long range (12 to 15 months) planning of exercises and deployments is done via the TEEP. The TEEP is maintained by Division G-3 based on unit input provided on a quarterly and as required basis. It provides an overview of scheduled exercises including location, force list and dates for each exercise. The TEEP is used to forecast airlift and sealift requirements.
 - b. Short range (3 to 5 months) planning.
- (1) Airlift requirements are forecasted by Division G-4 to higher headquarters on the SAAM Short Range Forecast, which is based on the TEEP. Each month, the report depicts passenger and short ton airlift requirements 3 to 5 months out. Fifty-five days prior to the deployment, the unit submits input to Division Embarkation for a SAAM request.

When AMC airlift is unavailable, or when there is insufficient lead time to request AMC support, Division may request USN C-9/C-130 or USMC KC-130 support.

- (2) Sealift requirements based on the TEEP are coordinated with the COMPHIBGRU ONE staff at each TEEP review conference. Once an amphibious lift is scheduled, the deploying unit provides input for the Message Load Plan (MLP) to Division Embarkation 24 days prior to embarkation. When it is known well enough in advance of an administrative move that amphibious shipping will not be available, and III MEF approves funding, common user sealift, or "black bottom" shipping may be used.
- 5. <u>Deployment Ports of Embarkation (POE) and Aerial Ports of</u> Embarkation (APOE) on Okinawa
- a. Information on each surface POE and beach on Okinawa is contained in Appendix A.
 - b. Information on each APOE on Okinawa is contained in Appendix B.

2001. FUJI

- 1. Headquarters Battalion, Camp Fuji, Japan will establish procedures, assign responsibilities and assist the exercise unit in coordinating embarkation operations at Imazawa Beach (Numazu), Naval Air Station (NAS) Atsugi, Yokohama and Yokota Air Base. Headquarters Battalion, Camp Fuji, Logistics and Operations Officers will perform the following functions:
- a. Secure transportation to move training units' cargo, equipment and personnel between Camp Fuji and the Port of Embarkation/Debarkation (POE/D).
- b. Provide a representative at the POE/D and training area to expedite on/offload and commercial transportation routing.
- c. Secure the installation and functioning of communications during all embarkation/debarkation operations.
- d. Notify appropriate Japanese officials when moving convoys to and from the POE/D.
 - e. Coordinate movement report preparation and distribution.
- f. Coordinate assignment and dispatch of vehicle convoys to and from POE/D with the unit embarkation officer.
- g. Provide vehicle passes, strip maps, emergency instructions and required safety lectures prior to all unit moves.
- h. Ensure the Traffic Management Office (TMO) chief maintains a record of commercial services provided to units.

- 2. In/outbound units will provide, at a minimum, one officer and SNCO, in addition to the embarkation officer, to expedite movement of cargo, equipment and personnel. Billeting officers will be assigned for each ship to ensure troops arrive onboard in an orderly manner and are billeted in designated spaces.
- 3. All movement of personnel, cargo and equipment to/from a POE/D in Japan must be coordinated with local Japanese authorities. Seven days prior to anticipated movement, a movement report will be promulgated by the Headquarters Battalion, Camp Fuji, Logistics Officer. Incoming and outgoing units must submit detailed information for completion of the movement report to Headquarters Battalion, Camp Fuji not later than 15 days prior to the movement date. A coordination meeting will be sponsored by Headquarters Battalion, Camp Fuji seven days prior to movement during which all movement requests will be discussed and finalized with Japanese Officials. The remaining paragraphs of this section provide general POE/D information. Additional details are available by contacting Division Embarkation or the Headquarters Battalion, Camp Fuji, Logistics Officer.
- a. North Pier, Yokohama. Yokohama serves as primary port of entry/exit for wheeled vehicles, cargo and personnel arriving/departing by surface shipping. North Pier is located approximately 52 miles from Camp Fuji and offers easy access via a Japanese expressway located four miles from the main gate of Camp Fuji. Support facilities are available when coordinated through Headquarters Battalion, Camp Fuji, Logistics Officer.
- (1) <u>Loading and Staging</u>. Cargo to be embarked on amphibious shipping will be handled by port crews assigned by the exercise unit. Assignment of staging areas for cargo and equipment are the responsibility of the Port Authority and TMO at Yokohama.
- (2) <u>Logistic Support</u>. Messing and billeting for base camp personnel will be provided by the Headquarters Battalion, Camp Fuji, Logistics Officer through the Traffic Control Management Office (TCMO), Yokohama. Incoming units will remain aboard ship until transportation is available.
- b. <u>Imazawa Beach (Numazu)</u>. Imazawa Beach is located in Numazu City, approximately 39 miles from Camp Fuji and serves as primary port of entry/exit for tracked vehicles. Facilities at Imazawa Beach include limited staging areas and relatively few support accomodations. Off loading wheeled vehicles, cargo and personnel at Imazawa Beach is discouraged due to limited staging areas and minimal port facilities.
- (1) Loading and Staging. Cargo and equipment at Imazawa Beach will be handled by crews assigned by the exercise unit and the beach coordinator. Staging areas for cargo and equipment are the responsibility of the beach coordinator. Due to limited staging areas, vehicles will be pre-staged at Camp Fuji and called forward by the beach coordinator. Material Handling Equipment (MHE) support will be coordinated through Headquarters Battalion, Camp Fuji, Logistics Offier.

- (2) <u>Logistics Support</u>. Messing and billeting for beach crew personnel will be provided by the Headquarters Battalion, Camp Fuji, Logistics Officer. Headquarters Battalion Camp Fuji can also provide water, portable heads, lights and generators, if requested.
- c. <u>Yokota Air Base</u>. Yokota AB serves as primary point of entry/ exit for all cargo and personnel arriving/departing by air transportation. Yokota AB is located approximately 66 miles from Camp Fuji and can accommodate aircraft up to and including commercial 747s.
- (1) <u>Loading and Staging</u>. All cargo entering Yokota AB will be staged in accordance with instructions provided by Yokota Air Freight authorities.
- (2) Logistic Support. Yokota AB is a complete air facility and can, when requested, billet and feed limited numbers of transient personnel.
- d. <u>NAS Atsugi</u>. Units arriving/departing Camp Fuji may be required to utilize NAS Atsugi. NAS Atsugi is located approximately 49 miles from Camp Fuji and is a complete air facility.
- (1) <u>Loading and Staging</u>. Cargo at NAS Atsugi will be handled by air freight personnel. Staging areas for cargo and equipment are the responsibility of the air freight and air terminal operation office.
- (2) <u>Logistics Support</u>. Messing and billeting arrangements for personnel will be made by the Headquarters Battalion, Camp Fuji, Logistics Officer. Limited billeting is available for transient personnel.
- 4. <u>Troop Movement</u>. Commercial buses will be utilized for all Troop movements. During simultaneous embarkation/debarkation evolutions, buses will shuttle to/from Camp Fuji with incoming/outgoing troops. Personal gear will be transported via commercial trucks.
- 5. <u>Vehicle Movement</u>. Vehicles will be staged and moved in serials of ten. Serials will not travel in excess of 20 MPH through residential areas. To ensure unit integrity, serials will stop after each toll booth during which time serial commanders will verify that all vehicles are present. Toll passes, safety brief, strip maps and emergency instructions will be provided to each vehicle driver by the Headquarters Battalion, Camp Fuji, coordinator.
- 6. <u>Cargo Movement</u>. Commercial cargo trucks will be utilized to shuttle cargo to and from Camp Fuji.
- 7. Tracked Vehicles. Tracked vehicles are oversized loads requiring special movement permits and coordination and can only be moved during periods of light traffic (2200-0600). Amphibious Assault Vehicles (AAVs) are moved by commercial carriers over a period of two nights (one platoon). Depending on vehicle and driver availability, up to three tanks can be moved in one night.

8. Communications

- a. Communications between Camp Fuji and POE/Ds will be via telephone.
- b. Headquarters Battalion, Camp Fuji, communications personnel will install and maintain telephone access as required.
- c. Radio communications from ship to shore is the responsibility of the exercise unit.
- d. Intra-serial communication will utilize frequencies assigned to the battalion during training. Call signs will be assigned by the Battalion Communications Officer.
- 2002. KOREA. Although the following paragraph focuses on the area around Pohang, other deployment sites in Korea are similarly lacking in place logistics support.

1. Air Embarkation

- a. The airfield at Pohang ROK Marine Corps Base is capable of landing C-5, C-141, C-130 and C-9 aircraft. Commercial aircraft can be flown into Kimhae, near Pusan. Neither airfield has permanently emplaced ALCE Mission Support Team (MST) or Arrival/Departure Airfield Control Group (A/DACG) support. All required support must be identified to the MAGTF headquarters during planning. In past Team Spirit exercises, an ALCE MST and A/DACG have been established in tents at the "south ramp" area on Pohang to handle military aircraft, with small detachments at Kimhae for commercial aircraft.
- b. USAF bases at Osan and Taegu have only ALCE, forklift and K-loader support. This and other support must be identified to MAGTF headquarters during planning.

2. Surface Embarkation

- a. Amphibious, MPF and black bottom shipping can be loaded and offloaded at one of the large piers at Pohang Steel Company (POSCO). There is no ramp suitable for LCU operations. AAVs and LCAC can swim to and from nearby Dogu Beach. Since POSCO is not a military facility, all required support must be identified to the MAGTF Headquarters during planning. In past Team Spirit exercises, a tent city and a port operation group have been established at Pier 8 to provide load/offload support. Commercial forklift and crane support above FSSG capability was contracted.
- b. In past Bear Hunt exercises, black bottom shipping has loaded /offloaded at Inchon Port. No permanently emplaced military logistics support exists. Limited washdown capability exists at US Army Camp Market.

2003. PHILIPPINES. Future embarkation movement and training in the Republic of the Philippines is uncertain and dependent on political factors beyond the Division's control. When and if, training resumes in the Republic of the Philippines, embarkation planning and movement will have to be identified and coordinated during liaison/site survey trips. It is recommended that units contact the Division Embarkation Officer for information on any recent unit deployments to the Republic of the Philippines.

2004. THAILAND

Embarkation Operations

- a. Neither an ALCE nor an A/DACG capability resides at Utapao Air Station. If ALCE support is determined to be required, training units will coordinate with this Headquarters (G-4 Embarkation) to request ALCE/MST support from the USAF via the AMC/SAAM request. Ensure CHFUSMAGTHAI BANGKOK, TH//MAGTN// is included as a message addressee.
- b. MHE support, e.g., forklift, K-loader, is not resident/readily available at the Utapao Air Station. Training units must identify any requirement for MHE in support of aircraft off load/onload to this Headquarters (G-4 Embarkation) prior to submission of the AMC/SAAM request. MHE support will be requested from ALCE/MST. Alternately, MHE must be deployed with the training unit or requested from the RTMC On an emergency basis only, utilization of a 6000 lb forklift from the RTN Air Station may be coordinated by contacting the individual identified in paragraph 3a(2) below.
- c. Transportation from Utapao Air Station to Sattahip Naval Station must be accomplished utilizing RTMC vehicles/organic vehicles.
- d. MHE (forklift) support for offload of cargo/equipment at Sattahip Naval Station must be requested from the RTMC, or be deployed with the training unit.

2. Customs

- a. Training unit personnel will not be subjected to a customs inspections upon arrival at Utapao Air Station. Training unit leader-ship/parent battalion must ensure that a self-police approach is taken to curtail the deployment of items considered contraband in Thailand.
- b. Training unit/parent battalion representatives shall take the occasion of the liaison visit to confer with the SMO and the legal staff of the JUSMAGTHAI to determine items considered contraband by Thailand authorities.

3. Equipment Washdown

a. All equipment/cargo must meet the cleanliness standards identified in OPNAVINST 5530.13 in order to be reintroduced to Okinawa

The concept for washdown is as follows:

- (1) An initial, detailed washdown, if required, is to be accomplished aboard Sattahip Naval Station utilizing facilities made available by the host RTMC training unit.
- (2) A final washdown to remove road dust/mud picked up in transit to Utapao Air Station can be accomplished utilizing a water truck (firetruck) and washracks located aboard the Air Station. Use of these particular facilities must be coordinated at least 48 hours in advance with the Air Station fuels technician, POL tank farm, extension 4131 /4132. If unable to contact the fuels technician, the training unit may leave a message with the "Base Operations" section of the Air Station.
- 4. <u>Hazardous Cargo Certification</u>. Any requirement for redeployment hazardous cargo certification which cannot be met by the training unit must be identified to Division Embarkation early in planning for the exercise.

5. Staging/Showtimes

- a. An ample staging area is available at the northern end of the Utapao Airstrip. The deadline for staging will be as directed by the ALCE/MST.
- b. Showtimes will be as directed by the ALCE/MST. The Utapao International Airport terminal building located at the southern end of the Utapao Airstrip may be opened on the occasion of the redeployment showtime to serve as a marshalling area for training unit personnel. Contact the individual in paragraph 3a(2) above not later than 48 hours prior to the desired time of access. Facilities available include head, seating, and water. Refreshment sales can be coordinated through the same individual providing access to the terminal (extension 4131/4132).
- 2005. <u>REDEPLOYMENT</u>. The following considerations must be covered in planning for redeployment to Okinawa.
- 1. <u>Customs</u>. Personnel and equipment returning to Okinawa are subject to inspection by U. S. Military customs personnel who have been authorized to act as Japanese Customs Inspectors. The inspection uaually takes place at the port/aerial port of debarkation in Okinawa. It includes a briefing on contaband/prohibited items, layout of personal belongings and opening of embarkation boxes and containers to check for items considered contraband by the Government of Japan. When coordinated with Marine Corps Base PMO, customs personnel may be made available to fly to the deployment site and accomplish the inspection prior to arrival in Okinawa.
- 2. Agriculture Inspection/Quarantine. Returning units are also subject to inspection by specifically trained preventive medicine

technicians who will ensure that all vehicles, cargo and equipment are free of foreign soil, insects or other matter posing a threat to Japanese agriculture. Prior to arrival in Okinawa, all vehicles and cargo will receive a thorough wash down to remove all foreign matter. Failure to comply with requirements may result in quarantine or fines. Units returning from mainland Japan do not require agricultural inspections.

- 3. Units redeploying to Okinawa must identify offload and transportation support requirements to Division G-4 prior to arrival in Okinawa. A sample message format is contained in DivO P4600.1.
- 4. Other redeployment considerations include:
- a. Ensure sufficient pallet banding equipment and material, rope and other supplies for redeployment are embarked when unit deploys from Okinawa.
- b. 463L pallets, nets, dunnage, embark boxes, pallets and lids must be stored and secured at deployment site to ensure their availability for redeployment.
 - c. Hazardous cargo certification for redeployment
- d. Ship and aircraft load planning capability: templates, deck diagrams, load planner.
 - e. Plan for proper disposal of used lithium batteries.

CHAPTER 3

MAINTENANCE MANAGEMENT

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CHAPTER 3

MAINTENANCE MANAGEMENT

3000. <u>INTRODUCTION/CONCEPT</u>. Units conducting off-island training have a requirement for unique maintenance and supply procedures for logistical support.

1. Procedures for Deploying Units

- a. Deploying units should accomplish the following:
- (1) Analyze climatic conditions at deployment site for impact on the maintenance effort.
- (2) Ensure correct oil weight, lube, antifreeze, and appropriate Technical Manuals are on hand.
- (3) Inventory tool kits, chests and sets for serviceability and completeness. Conduct a detailed review of all special tools required.
- (4) Ensure all "Urgent" modifications are performed. Review required completion date for all "Normal" modifications.
- (5) Submit equipment requiring calibration during the deployment period to the calibration facility.
- (6) Review pre-expended bin assets. Recompute reorder points based on estimated resupply time of deployment site.
 - 7) Review "Shop Overhead" requirements.
- (8) Coordinate with attachments the scheduling of Limited Technical Inspections (LTI's) for Temp Loan Equipment, as required by DivO 4400.33.
- (9) Check with your fiscal officer for any special exercise JONS and/or exercise codes to be used to attribute maintenance costs to the exercise. Selectively upgrade priorities on open Equipment Repair Orders (ERO'S) and Equipment Repair Order Shopping lists (EROSL'S). Request for ORF exchange as appropriate. If deadlined T/E combat essential equipment is not repairable prior to deployment temporary loans may be required.
- 2. <u>Marine Corps Integrated Maintenance Management System (MIMMS)</u>
 Procedures
- a. <u>ERO Matrix Assignments</u>. All ERO Matrices are assigned by the Maintenance Information System Coordination Officer (MISCO). Units deploying should request activation of their deployed ERO Matrix from the Division MMO at least 30 days prior to deployment.

- b. <u>MIMMS Transactions</u>. The method of transmission of MIMMS/AIS data from deployed location is dependent on the capabilities for support at each location. Following deployments, each unit will ensure that all ERO's are closed in MIMMS/AIS. For all ERO's submitted to the 3d FSSG for intermediate maintenance support, write the exercise name on the ERO. This will assist the FSSG in attributing intermediate maintenance costs to individual exercises.
- c. <u>MIMMS Input</u>. MIMMS transactions will be keypunched just as in garrison. The A41503 (Courier Diskette) should be submitted to the CSSD for transmission via Local Area Network (LAN) to Okinawa. It is strongly recommended that a set of back-up disketts be maintained for all transactions keypunched in the event that the transmitted data does not process.
- d. <u>MIMMS Output</u>. After MIMMS data has been transmitted, the CSSD will receive the output information and print out a Daily Transaction Listing (DTL) and a Daily Process Report (DPR) for the deployed unit.

3. Maintenance

- a. All organic maintenance support will be provided by the deployed unit. All intermediate maintenance support will be provided by the CSSD.
- b. Training units that have deployed without a maintenance capability shall, insofar as practical, take additional mission critical equipment.
- 3001. <u>FUJI</u>. For those units deployed to Camp Fuji, the primary means of transmitting/receiving MIMMS data will be via the Timed Shared Output or LAN. Coordination should be made with the assistant OIC of Sub Unit 1.
- 3002. KOREA. For those units deployed to Korea, the primary means of transmitting/receiving MIMMS data will be via the LAN. MIMMS courier diskettes will be submitted to the CSSD element for transmission. The deployed unit should receive a DPR and a DTL generally one or two process days behind MIMMS/AIS input.
- 3003. <u>PHILIPPINES</u>. For those units deployed to Republic of the Philippines, the primary means of transmitting/receiving MIMMS data will be via the LAN which will function as it does for Korea.

3004. THAILAND

1. For those units deployed to Thailand, MIMMS/AIS cannot be transmitted unless the LAN is established by a supporting CSSD.

However, units still have the capability to create a locally generated DPR. Units should maintain an (A41504) history diskette of the transactions run while in Thailand. The (A41504) diskette will be used to create an (A41503) courier diskette from the history files to load to MIMMS upon the units return to Okinawa.

- 2. Intermediate maintenance support, other than that which may be provided for per a training unit's T/O logistics capabilities, will not normally be available for Thailand deployments. Circumstances which may dictate an in-country intermediate maintenance capability should be identified to this Headquarters (G-4 Operations) for evaluation.
- 3. No provisions currently exist for RTMC maintenance support of USMC equipment deployed incident to the Thailand training. Training units will not request/accept significant maintenance support from the RTMC unless coordinated with and authorized by the SMO, JUSMAGTHAI. Significant support is defined as that requiring the consumption of RTMC material/service in excess of that associated with user-level (1st echelon) maintenance by applicable USMC equipment support publications.

CHAPTER 4

SUPPLY

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CHAPTER 4

SUPPLY

4000. <u>INTRODUCTION/CONCEPT</u>

1. Supply Support

- a. <u>General</u>. Supply support during deployment to Camp Fuji, Japan, Korea, and Thailand is normally provided by Supply Support Detachments (SSD), from the FSSG. The SSD maintains stock levels of repair parts and secondary reparables and other supplies necessary for training. Close coordination between the exercise unit and the supporting SSD is fundamental to logistics support. Exercise LOIs must be developed in conjunction with the SSD to ensure a full range of support.
- b. <u>Philippines</u>. Future training in the Republic of the Philippines is uncertain; therefore, political factors will determine unit exercise training. Units who have the opportunity to train in the Philippines must deploy with, and be self-sufficient in all classes of supply (I-X). Limited in-country commercial contracts may be available for potable water, ice, trash removal, etc.. The number of commercial contracts (if any) established by the purchasing and contracting officer will be dependent upon the size of the exercise.

4001. OFF ISLAND SUPPORT

1. Class I (RATIONS)

- a. <u>MREs</u>. (Meals Ready to Eat) MREs will be requested through Division Supply no later than 60 days prior to the date required.
- b. "A" and "B" Rations. The Division G-4 (Food Services Office) will coordinate all "A" and "B" rations support with the appropriate host country support agency. (Chapter 9 refers)
- c. MRES/FBT. MRE/FBT (Fuel Bar Trioxide) will be requisitioned and accounted for per DivO P4400.22. In many cases, requirements will be satisfied through arrangements/agreements with host nation support agencies. This will eliminate unnecessary embarkation.

2. Class II (GENERAL SUPPLIES)

a. Organizational T/E equipment, i.e., individual equipment, tool sets, tentage and equipment. Units will deploy in a self-sufficient mode because there is no source for replacement/replenishment. The exercise SSD may be required to deploy with a "cash sales" block for replacement of limited quantities of individual equipment. This decision should be outlined in the exercise LOI.

- b. Mosquito netting (cot type), head netting and insect repellent will be deployed and utilized as required. These are mandatory requirements for deployments where the mosquito born diseases exist (i.e., Malaria, Yellow Fever, Japanese B Encephalitis).
- c. Any equipment/consumables required to support collection and disposal (e.g., plastic bags, refuse cans) must be deployed with the unit.
- d. Training units will coordinate procedures/availability of disposal facilities (DRMO) for hazardous waste. Hazardous waste not disposed of during the exercise will be returned with redeploying exercise forces.
- (1) <u>Camp Fuji, Japan</u>, Admin/Housekeeping Supplies. LOI specified quantities will be embarked by exercise units. Replacement will be from Naval Supply Depot, Yokosuka, Serv-mart.

(2) Korea

- (a) Admin/Housekeeping supplies are submitted to Division G-4, who will coordinate with the 19th Support Command U.S. Army/Marine Liaison Officer, Taegu via CNFK Seoul. Initial start-up supplies will be embarked by exercise units.
- (b) Direct liaison is authorized between exercise units and Marine Liaison Officer, Taegu (DSN:768-7183/8485) to establish Military Inter-departmental Purchase Request (MIPR). Exercise funding data will be required for the 19th Support Command (U.S. Army) to expedite MIPR.
- (3) <u>Thailand</u>. Thailand training units will deploy self-sufficient in all required DSSC (Serv-mart) items and consumables, including batteries.

3. Class III Petroleum, Oil and Lubricants (POL)

a. Camp Fuji, Japan

- (1) <u>Packaged</u>. Limited assets are provided by the SSD Camp Fuji. For additional requirements training units will submit appropriation data to the SSD Camp Fuji via SMU, FSSG. The SSD will obtain stocks from NAS Atsugi "if" available.
- (2) <u>Bulk</u>. Bulk POL will be provided through Headquarters Battalion, Camp Fuji. Exercise units should request fuel credit cards from the Division comptroller at least 30 days prior to embarkation.

b. Korea

(1) <u>Packaged</u>. Assets will be provided by the CSSD. Additional sourcing is available in-country through the 19th Support Command (service areas i.e., Unchon, Yechon, Pohang) U.S. Army.

(2) <u>Bulk</u>. POL will be provided by the FSSG, Detachment - Pohang. Letters of Agreement (LOA) and Inter Service Support Agreements (ISSA) will be established between FSSG, Combat Service Support Element (CSSE) and Detachment Pohang/Marine Liaison Officer Taegu, Korea. 19th Support Command will redistribute POL stocks from a civilian contractor located at the former Camp Libby.

c. Thailand

(1) <u>Packaged</u>. Thailand training units will deploy with stocks of packaged POL products deemed sufficient to meet all anticipated requirements.

(2) <u>Bulk</u>

- (a) <u>TITP</u>. The exercise purchasing and contracting officer will ensure an in-country commercial contract is prearranged to procure mogas and/or diesel fuel from local services (service station(s)). Training units will provide the purchasing and contracting officer with "projected fuel requirements." U.S. Agencies (45 Support Group U.S. Army) will control/issue gas coupons to exercise units for POL.
- (b) Exercise purchasing and contracting officer will coordinate with U.S. Agencies/Authority of Thailand for commercial bulk fuel delivery(s) and point distribution for unit pick-up. (Refuelers/M49, M970).

4. Class IV (Construction)

- a. Submit Class IV requirements, less those obtained from TAP, FSSG (i.e., lumber, sheet metal, etc.) to OIC, DSSC, MCB, Camp Butler. Prior planning is extremely vital in this area, especially in the case of lumber purchases over \$10,000 which require long lead times to acquire and stage materials.
- b. Barrier materials (TAMCN Type 3 items) must be requisitioned from the TAP.
- c. Thailand training construction materials will normally be procured in-country. Requirements must be provided to the purchasing and contracting officer 30 days prior to the exercise.
- (1) Coordination between training units and MCB, Camp Butler, is necessary to receive data on established contracts, previous purchases in the last two years, and locations of local vendors. This data will be used to determine projected funding requirements and materials which must be embarked due to non-availability in country.
- 5. <u>Class VI (Personal Demand, PX-Type Health and Comfort Items</u>. Exercise LOIs will specify health and comfort, uniform, and individual equipment requirements for each deployment. Additional support may also be available as follows:

- a. <u>Camp Fuji</u>. Units will coordinate with Headquarters Battalion, Camp Fuji for Class VI Supplies.
- b. <u>Korea</u>. The Korean Area Exchange Service (KOAX) located at MEC/P provides Class VI supplies.
- c. <u>Thailand</u>. Thailand training unit personnel should deploy with sufficient health and comfort items to meet anticipated requirements for the entire deployment.
- 6. <u>Class VII (Principal End Items)</u>. Training units will deploy with all required organizational and temp loaned T/E assets to a degree consistent with the incremental training objectives, logistics capabilities required in support of training, available lift, and specific instructions in this directive.
- 7. <u>Class VIII (Medical)</u>. Information is provided in Chapter 10 of this manual.

8. <u>Class IX (Repair Parts)</u>

- a. <u>General</u>. Determining requirements for Class IX Repair Parts requires a great deal of cooperation and pre-planning between exercise units and the SSD. Since historical usage data alone is not adequate for determining the stock items that will support a particular exercise/deployment, it is imperative that units become actively involved in planning the type and quantity of repair parts (both consumable and secondary reparable) to be incorporated in the Class IX block.
- b. To ensure sufficient lead time for Class IX block refinement, the following steps are necessary. It is recognized that these steps are presented for ideal conditions and it may be necessary to compress these actions into a much shorter time span.
 - (1 E-90 Request Generator Support Package from SMU.
 - (2) E-45 Receive Generator Package Listings.
 - (3) E-40 Commodity Managers Review Package and annotate changes
 - (4) E-30 Resubmit package with changes
 - (5) E-05 Inspect Class IX block
- c. 90 Days Prior to Embark. Submit a letter to the OIC, SMU (DSU), via the chain of command, listing equipment density (TAMCN, ID numbers within each TAMCN, nomenclature and quantities) to be embarked and the duration of the exercise (in days). Last minute changes on the exercise equipment density list will diminish the capability of the SMU to produce an adequate Class IX support block battery requirements.

- d. 45 Days Prior to Embark. Pick up the GP (Generator Package) listings from the SMU (they will notify you by telephone when the listings are ready) and immediately distribute those listings to commodity managers (to include those in attached units) for review. Two basic listings should be received; a Class IX consumable listing and a secondary reparable listing.
- e. 40 Days Prior to Embark. Commodity managers should review annotate changes, additions or deletions.
- f. 30 Days Prior to Embark. Complete consolidation of desired additions to the repair parts listing and submit an annotated copy of the "Repair Parts Sequence" listing, with a cover letter, to the CG, FSSG ATTN: OIC, SMU OIC, SMU (DSU). This should be hand delivered with receipt acknowledged by the OIC of the DSU.
- g. <u>5 Days Prior to Embark</u>. Unit personnel (S-4) should visit and inspect the repair parts block to ensure stock location, accuracy and completeness.
- h. <u>Pre-Expended Bin (PEB)</u>. Training units will deploy with PEB items in range and depth consistent with current stockage criteria, equipment to be deployed and the maintenance capability organic to the deploying unit. If resupply of certain PEB items is anticipated as a result of high usage-to-stockage-level ratio, these PEB items shall be identified, by NSN, for inclusion in Class IX block.
- 9. <u>Temporary Loans</u>. Mission-essential temporary loan requirements for Class II and Class VII items, which cannot be satisfied with battalion or regimental assets, will be submitted to this Headquarters (G-4 Operations). Normally, temporary loan requests for equipment excess to the units T/E will not be approved.
- 10. <u>Commercial Contractors</u>. Two commercial contractors, under contract to the Naval Supply Depot, Yokosuka, Japan, provide a wide range of services in support of U. S. Navy ships visiting Thailand. As a peripheral activity, these contractors provide supplies and services to Division units participating in the Thailand training.

- b. Regardless of speed limits indicated above or posted, a vehicle will not be operated at a speed greater than is reasonable and prudent for existing conditions or so as to endanger life and property in any manner.
- c. Government vehicles of 2 1/2 tons or larger capacity, tractors and semitrailers and those vehicles capable of carrying 10 or more passengers shall be equipped with flags and reflector kits. In the event of a breakdown, these items shall be displayed day or night, in accordance with instructions contained in NAVSEA OP 2239. Sufficient additional warning flags of a size not less than 12 inches square and lanterns will be appropriately installed on each vehicle whenever loads protrude beyond the limits of the vehicle body.
- d. Movement clearance, as listed below, will be obtained from the Headquarters Batalion, Camp Fuji, Logistics Support Officer by the exercise unit S-4. In all movements listed below, the request for clearance must be submitted at least five working days prior to the date of movement. Camp Fuji Roadmaster assistance is available and may be requested when the following circumstances exist:

Convoys consist of more than five vehicles.

(2) Vehicles or vehicle loads are in excess of 8ft 3in wide (2.5 meters).

Vehicles are double towed (excluding dolly converters)

- (4) Vehicles are carrying explosives, when net explosive weights exceeds 2,000 pounds.
 - (5) There is a night movement of explosives.
- (6) BO 11200.1 explains the following in detail. Vehicles loaded with or without cargo, and exceeding the following dimensions and/or weight limitations, require a road clearance configuration prior a movement outside of U. S. Forces, Japan installations and/or over GOJ public roads and Japanese private roads:

<u>Items</u>	<u>Meters</u>	<u>Feet</u>	<u>Inches</u>
Overall length Overall width Overall height	12.0 2.5 3.8 ius 12.0	39.37 8.2 12.46 39.37	98.4 149.6
Vehicle turning rad <u>Items</u>	Metric Tons	Short Tons	Pounds
Gross weight Axle weight Wheel weight	20 10 5	22.04 11.02 5.51	44,092 22,046 11,023

- (7) Vehicles, except two wheel motor vehicles with or without a sidecar, loaded with cargo which protrudes from the sides or ends of the vehicle and/or exceeds the height as indicated below, require approval of USFJ Form 26 EJ (Applications for Permit to Exceed Capacity, Truck Bed Loading Limitations and/or Transporting Personnel on Truck Bed) for each vehicle, prior to movement of the loaded vehicle outside of U. S. Forces, Japan installations.
- (a) Total length of cargo protruding beyond front and rear extremities of the vehicles(s) exceeds one tenth (1/10) of the vehicle length.
- (b) Width of the cargo/load protrudes beyond the vehicle width (not including outside rear view mirror and antennas).
- (c) Height of the cargo/load exceeds 3.8 meters (12.46 ft or 149.6 in) from the ground level.
- (8) Movement permits for tracked vehicles and heavy equipment will be submitted to the Headquarters Battalion, Camp Fuji, Logistics Officer a minimum of five working days prior to the desired movement date. Request for movement permits will be made per the instructions contained in BO 11200.1.
- e. Vehicles in Japan are required to stop for school buses which have stopped to load/unload school children. All vehicle traffic moving in both directions will come to a full stop at a reasonable distance from the bus. Vehicle traffic shall not resume movement until the school bus resumes its movement and the stop sign is retracted or the school bus driver has signaled traffic to proceed.
 - f. The maximum speed when towing any vehicle is 31 mph/50 kph
- 2. Handling, Transporting, Storage, Reclassification, and Disposal of Class V(W) Materials. MCO 8020.1 sets forth regulations for the use of tactical vehicles for transporting Class V(W) Materials and NAVSEA OP 2239; Drivers handbook, Ammunitions, Explosives, and Dangerous Articles, amplifies requirements as to the age of explosives drivers and the use of certain tactical vehicles for the transportation of Class V(W). Only under exceptional circumstances will ammunition be transported during hours of darkness, and then per COMNAVFORJAPANINST 4643.1; Commercial Motor Shipment of Ammunition, Explosives and Other Dangerous Articles (AEDA) in Japan. Further precautions and requirements are contained in the Division Standing Operating Procedures for Ordnance and Ammunition Handling.
- 3. <u>Placard Requirements for Vehicles Transporting Ammunition</u>. All government vehicles transporting Class A, B, or C explosives, chemical munitions or other dangerous articles will have the following placards:
 - a. For Class A explosives:
- (1) An "EXPLOSIVES A" placard positioned on the front, rear, and both sides of the vehicle. Use Standard Form 431 (777), a diamond

shaped cardboard sheet, 11" x 11". It has a yellow background with "EXPLOSIVES A" and a bursting bomb in black. (NSN 7540-01-028- 5124).

- (2) Japanese Placards: A placard is required on both the front and rear of the vehicle. Placard size must be 15" x 15" and have both "EXPLOSIVES" and "FIRE" in white lettering on a red background.
 - b. For Class B explosives:
- (1) An "EXPLOSIVES B" placard positioned on the front, rear and both sides of the vehicle. Use Standard Form 431 (777), a diamond shaped cardboard sheet, 11" x 11". It has a yellow background with "EXPLOSIVES B" and bursting bomb in black. (NSN 7540-01-029-5669).
- (2) Japanese Placards: A placard is required on both front and rear of the vehicle. Placard size must be 15" x 15" and have both "EXPLOSIVES" and "FIRE" in white lettering on a red background.
 - c. For 1,000 pounds or more of Class C explosives:
- (1) An "EXPLOSIVES C" placard positioned on the front, rear, and both sides of the vehicle. Use Standard Form 431 (777), a diamond shaped cardboard sheet, 11" x 11". It has a red background with "FLAMMABLE" in white lettering. (NSN 7540-01-028-5129).
- (2) Japanese Placards: Two signs are required with the Japanese symbol for fire. Signs will be placed on the front and rear of the vehicle.
- d. Placard requirements for vehicles transporting less than 1,000 pounds of Class C explosives:

American Placard: None required

- (2) Japanese Placards: Two signs are required with the Japanese symbol for fire. Signs will be placed on the front and rear of the vehicle. The placard size is 15" x 15" with white lettering on a red background.
- e. For vehicles transporting 1,000 pounds or more gross weight of irritating materials a "DANGEROUS" placard is required. The "DANGEROUS" placard will be placed on the front, back, and both sides of the vehicle. Use Standard Form 430 (777) (NSN 7540-01-028-5123).
- (1) Construction of placards: Placards will be 11" x 11" diamond shaped sheets of cardboard with 2 1/4" high black lettering on a red and white background.
 - (2 Japanese placards: Japanese fire symbols.
- f. Units are responsible for fabricating or open purchasing their own placards.

- g. Placards will be attached to vehicles in a manner to prevent them from becoming dislodged.
- h. Placards will be removed when the Class V(W) load has been removed from the vehicle(s).
- 4. <u>Convoys</u>. A convoy is defined as two or more vehicles moving together in execution of a common mission between two given points. Individual dispatch of vehicles in execution of a common mission will not be utilized to avoid the formation of a convoy.
- a. Convoys in Japan utilizing hard surface roads will always be administrative. Tactical convoys or rough riders may run in tactical training areas only.
- b. In consideration of high traffic density, narrow roads of poor condition and construction, proper interval between vehicles is mandatory. Proper command, control and communications will be maintained.
- c. Convoys operating in Japan will comply with all Japanese traffic regulations.
- d. Use of standard check points in administrative movements throughout Japan is mandatory. Convoys in excess of five vehicles require a road clearance permit. Convoys of five vehicles or less are permissible so long as they are separated by 15 minute intervals.
- 5. Roadmasters. Experience indicates that the presence of a roadmaster has a decided beneficial effect on motor transport operations. Drivers are more alert, develop better driving habits, are more concerned with first echelon maintenance and, in general, perform their duties in a more conscientious and professional manner. Roadmaster support is available through the Headquarters Battalion, Camp Fuji, Logistics Officer/Motor Transport Officer. Camp Fuji Order 11240.41 governs the program and delineates the roadmaster's duties.
- 6. External Support Requirements. When organic vehicles are insufficient to accomplish a required task, requests for augmentation support will be submitted to the CSSD/MSSG supporting the exercise unit. Whenever possible, augmentation requests should be submitted at least 24 hours in advance and include the following information:
 - a. Requesting organization.
- b. Cargo description, size, weight, number of boxes/pallets, troops and amount of gear.
- c. Name, location, phone number to whom transportation is to report.
 - d. Transportation report time.
 - e. Destination.

- f. Estimated release time.
- 7. Headquarters Battalion, Camp Fuji maintains commercial vans and buses to augment exercise unit/CSSD operational requirements both on and off base. The commercial fleet consists of the following:

Type	Quantity	
8 Pax Van	5	
15 Pax Van	3	
37 Pax Bus	2	

5002. KOREA

- 1. SOFA testing is required prior to operation of a vehicle in the ROK. ROK SOFA testing and licensing procedures will be conducted in the same manner as Japanese SOFA testing. No one is authorized to operate a vehicle in the ROK until they have received training, successfully passed the written examination and affixed a ROK SOFA Stamp on their valid government license.
- 2. Additional information regarding motor vehicle operation in the ROK is provided in USFK Pamphlet 385-2 (Guide to Safe Driving in Korea).
- a. The pamphlet provides specific information on driving rules and regulations, special provisions for expressway driving, traffic accidents, additional requirements for military vehicles and international road signs.
- b. The pamphlet for safe driving is prepared by the Korean Road Traffic Safety Association (KRTSA). Regulatory requirements contained in this manual are from ROK Road Traffic Laws, DA and USFK directives.
- c. This pamphlet provides essential information for U. S. personnel operating a Motor Vehicle in the ROK and is an excellent source of information for training personnel prior to SOFA testing and operations of a vehicle in the ROK.

5003. PHILIPPINES

- 1. Within constraints imposed by available lift, training units will deploy with sufficient organic/temporary loaned/direct support motor transport assets and trailers to support all anticipated movements.
- 2. Vehicles transporting Ammunition will comply with and meet requirements established in NAVSEA OP 2239 Motor Vehicle Driver's Handbook Ammunition, Explosives, and Related Hazardous Materials 5th Revision. Individuals handling hazardous materials will be qualified to haul ammo/explosives.

- 3. USMC vehicles will not routinely be operated outside the confines of military facilities. Movements on public roads will be restricted to the absolute minimum essential for mission accomplishment, e.g. (Logistical runs) and to support deployment/redeployment operations between the training area/base camp.
- 4. No SOFA testing is required. USMC vehicle operators must possess a valid U. S. Government Motor Vehicle Operator's Identification Card (SF 346). No additional requirements are imposed for operations of USMC vehicles in the Republic of the Philippines.
- 5. Operation of a motor vehicle in the Republic of the Philippines is similar to operating a vehicle in the U. S. where many of the traffic regulations are the same to include driving on the right hand side of the road and road signs.

5004. THAILAND

- 1. For deployments to Thailand, USMC training units will draw transportation support from the RTMC to the maximum degree consistent with the types, readiness, and concurrent commitments of RTMC assets. Training units must identify anticipated transportation support requirements to the RTMC during the liaison visit. Transportation support required upon deployment to effect movement of the training unit from the APOD to the appropriate camp aboard Sattahip Naval Station will be formally identified in the Log Support Confirmation/Request message appendix E. Subsequent transportation support required in completion of the training schedule or to effect redeployment movement of the training unit from Sattahip Naval Station to the APOE is to be coordinated directly with the RTMC once in country.
- a. The following USMC training unit responsibilities are established with regard to utilization of RTMC transportation support:
- (1) Fuel expended by the RTMC in providing support will be replaced in-kind.
- (2) Tie-down/lashing material for securing USMC cargo and equipment transported in RTMC assets must be deployed unless otherwise coordinated with the RTMC during the liaison visit.
- b. Within constraints imposed by available lift, training units will deploy with sufficient organic/temp-loaned/direct support motor transport assets and trailers to support all anticipated movements for which RTMC support cannot be provided.
- (1) USMC vehicles will not routinely be operated outside the confines of a Thailand military facilitily. Movements on public roads will be <u>RESTRICTED</u> to the absolute minimum essential for mission accomplishment (e.g. refueling runs) and to support deployment/redeployments operations between the training area/base camp and the POE/D.

- (2) RTMC vehicle escorts will be requested for all movements on public roads with the exception of refueling runs.
- (3) USMC vehicles utilized to transport Class V(W) material will meet requirements established in section V of BO 6210.1 as well as any requirements established by the RTN/RTMC.
- (4) USMC vehicle operators must possess a valid SF-346. No additional requirements are imposed for operation of USMC vehicles in Thailand. Individuals operating USMC vehicles utilized to transport Class V(W) material will be qualified for hauling ammunition/explosives per paragraph 208 of BO 6210.1.
- (5) Training units will embark with one tow bar for each type of vehicle deployed.
- c. RTMC host training units will provide/coordinate as required wrecker support.

CHAPTER 6

AMMUNITION

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CHAPTER 6

AMMUNITION

- 6000. <u>INTRODUCTION/CONCEPT</u>. Class V(W) material is prepositioned by geographical location, based on past training and unit input by the CG, III MEF. Careful consideration should be given to MARSO availability during planning of off-island training. Movement of ammunition from one MARSO supported location to another is not authorized without approval by and coordination with the CG, 3d Marine Division (G-4/Ammo).
- 1. Requisitioning. All on-island ammunition requirements must be requisitioned through the Division Ammunition Office utilizing DD form 1348 (6 part). For off-island training, requirements are submitted to the Division Ammunition Office in letter format. The regimental headquarters will consolidate all training requirements (to include all attached units). Enclosure (1) of the request will contain the total requirements and additional enclosures for attached units.
- 2. Units requisitioning Class V(W) material from the Camp Schwab ASP for off-island training utilizing air embarkation or sea embarkation will submit all copies of DD Form 1348 to the Division Ammunition Office marked "air pack required" or "sea pack required", and utilize the following priorities:
- a. Priority 12. Normal requisition with a Required Delivery Date (RDD) of 35 calendar days or more.
- b. Priority 05. Walk through requisition with a RDD between 15 and 34 calendar days.
- c. Priority 02. Emergency walk through requisition with a RDD of less than 14 calendar days.
- 3. <u>Publications</u>. At a minimum the following publications should be available to support the deploying unit:
 - a. NAVSEA OP 5, Vols 1 & 2 Ammo & Explosive Safety Manual
 - b. NAVSEA OP 2165, Vols 1 & 2 Navy Transportation Manual.
 - OPNAV 2239 Explosive Drivers Handbook.
 - d. OPNAVINST 5530.13 Security of AA&E
- e. TWO24-AA-ORD-010-Ammunitions Unserviceable, suspended, and limited use.
- f. MCO 8020.1F Handling/Transportation/Storage/Reclassification/Disposal of Ammunition.

- g. MCO 8025.1C Class V(W) Malfunction and Deficiency Reporting.
- h. MCO 8010.1 Class V(W) Support for FMF Combat Operations.
- i. MCO 8011.4 Table of Allowances for Class V(W) Materiels (Peace time).
 - j. DivO P8000.5 Ammunition SOP
- 4. Deployed Ammunition Malfunction Reporting. Despite all efforts to ensure that only safe, reliable ammunition is provided for use, malfunctions and defects do occur. Reports which accurately describe the problem are essential since they provide the basis for initiation of the detailed technical investigations, which are conducted by the items' design agent. It is imperative that reports contain accurate information regarding the specific lot(s) involved. Any time ammunition fails to function as it is designed, it will be considered a malfunction, regardless of the quantity involved. Reports will be submitted per MCO 8025.1 (enclosures (1) and (2)). The Ammunition Malfunction Data Collection Guide (NAVMC Form 10155) is a wallet size form which summarizes the facts which must be gathered at the scene. A copy of this form will be provided to each officer and staff noncommissioned officer responsible for supervising ammunition expenditures.
- a. <u>Action</u>. When a malfunction occurs, the unit experiencing the malfunction will suspend from further use the lot(s) involved and submit a malfunction report within 24 hours of the malfunction.
- b. Units will accumulate and return all non-explosive residue and hold it for 120 days. The following ammunition turn-in procedures are applicable:
- (1) DD Form 1348-1 will be utilized for all turn-ins. Only serviceable assets will be credited to the units training allowance.
- (2) DD Form 1348-1. Turn in document for unexpended ordnance (Sample)
 - 1. Document identified cc 1-3: D7A
 - 2. FSC cc 8-11: Located in NAVSEA OP 2165 vol 2
 - 3. Unit of issue: Located in MCO P8011.4
 - 4. Quantity cc 25-29
 - 5. Service Code cc 30: M
 - 6. Requisitioned cc 31-35: Unit identification code UIC/RUC.
 - 7. Julian date cc 36-39: 0001 would indicate 1 Jan 1990
 - 8. Serial Number cc 40-43: The original serial number supplied by Division Ammo will be utilized.
 - 9. Signal code cc 51: A
 - 10. Fund Code cc 52-53: BF
 - 11. A Shipped From : Unit Title
 - 12. B Shipped To : ASP receiving ammunition
 - 13. C Mark For : OT

14. R : DODIC

15. V : Lot Number(s)

16. X Item Nomenclature : Located in MCO P8011.4

(3) MCO 8020.1 requires the ASP to request an investigation when:

- (a) An unusually large quantity of ammunition is returned in unserviceable condition.
 - (b) The ammunition has lost its lot number identity.
- (c) Ammunition is rendered unserviceable due to mishandling
- 5. Accounting and Turn-in of Ammunition. The parent command is responsible for accounting for the training allowance of attached units.
- 6. Using units are responsible for returning all unexpended components to the ASP.
- 7. Units are responsible for ensuring all containers and components are free of live ordnance. This will be certified by attaching a "Certificate of Inspection" to the DD 1348-1 document used to turn in the expended components. The "Certificate of Inspection" must be signed by an officer and contain the following statement: "I certify that (identify items, quantity and weight) were inspected and are free of all live ordnance."
- 8. Expenditure Reports. Reports are due to the CG, 3d Marine Division (G-4/Ammo) within ten working days after the completion of the training operation. The report will include DODIC, Total Authorized, Total Drawn, Total Turned-in (Serviceable Only), and Total Expended for each attachment and a total of the entire operation. Units must ensure that the procedures outlined in DivO P8000.5 are closely followed.
- 9. Explosive Ordnance Disposal (EOD). In the event a proposed incremental training schedule involves the expenditure of Class V(W) suspected or confirmed as requiring (EOD) support, the training unit will notify this Headquarters (G-4 Operations) at least 45 days prior to deployment. Note that providing Class V(W) for USMC EOD operations is a training unit responsibility.
- 6001. MAINLAND JAPAN. Units requisitioning Class V(W) Material for training in Mainland Japan will submit training requirements via their chain of command, to CG, 3d Marine Division (G-4/Ammo) in letter format. The following priorities will be utilized.

1. Priority 12

- a. Thirty-five (35) calendar days prior to RDD for training to be conducted at Camp Fuji.
- b. Sixty-five (65) calendar days prior to RDD for training in other areas of Mainland Japan other than Camp Fuji.
- 2. Priority 05. Walk through requisition with a RDD between 15 and 34 calendar days.
- 3. Priority 02. Emergency walk through requisition with a RDD of 14 calendar days or less.

6002. KOREA

- 1. Units requisitioning Class V(W) material for training in ROK will submit training requirements via their chain of command, to CG, 3d Marine Division (G-4/Ammo) in letter format and will include the following information:
 - a. Date and time the ammo is to be picked up in ROK
- b. Type and number of vehicles required to transport the ammo by compatibility.
- c. Type of escort vehicle I.E. 5 ton, CUCV, etc. In case of breakdown, the escort must be able to transport ammo.
 - d. Name of convoy commander
- e. Type of weapons and quantity of ammo the guards will have in their possession.
 - f. If storage is required.
 - q. Dates ammo is to be stored, I.E. 1 Sep 92 to 5 Oct 92.
- 2. Appropriation data must be supplied if using units can not transport the ammo themselves. This allows for contracted transportation.
- 3. Ammunition requirements will be submitted in the following format:

DODIC NOMEN OTY NEW STORAGE GRP WEIGHT CUBE DOT CLASS
1 2 3 4 5 6 7 8

Notes: 1. Department of Defense Identification Code (DODIC).

- 2. Nomenclature.
- 3. Total quantity for that DODIC.
- 4. Total NET explosive weight (NEW) for that DODIC.
- 5. Storage group from the NAVSEA OP 5 Vol 2, I.E. 1.4S, 1.1D.
- 6 Weight from the NAVSEA OP 2165 Vol 2.
- 7. Cube from the NAVSEA OP 2165 Vol 2.
- 8. DOT class form the NAVSEA OP 2165 Vol 2., I.E. A, B, C.

- 4. Upon arrival to ROK units will make liaison with the Marine Liaison Team, Teagu Korea at DSN 768-8486/8487 to make final coordination for pick up of the ammunition.
- 5. Units will arrive in ROK with a completed DA form 1687 delegation of authority card and present it to the ASP prior to receipting for the ammunition. The DA form 1687 will be completed in accordance with DivO P8000.5.
- 6. E-7's or above must sign for CAT 1 type ammunition from the ASP and must maintain possession of the CAT 1 ammunition until expended or returned to the storage facility.
- 7. Two armed guards are required when transporting Cat 1 type ammunition (the E-7 or above may act as one of the guards). One armed guard is required when transporting all other types of ammunition. Drivers can not act as an armed guard.
- 8. Vehicles transporting ammunition require the following safety gear:
 - a. NAVSEA OP 2239, Drivers Handbook
 - b. One 10 pound or greater PKP fire extinguisher.
 - c. Three tie down straps
 - d. Water proof tarp.
 - e. Chock blocks.
 - f. Map of the area
- 9. Using units are required to submit an off island expenditure report and receipt/expenditure forms to this command (G-4/Ammo) no later then ten working days after completion of the training exercise.
- 6003. THAILAND. Units training in Thailand will embark their training Class V(W) material from Camp Schwab ASP. Units will submit all copies of DD Form 1348 to the Division Ammunition Officer marked "air pack required" or "sea pack required".
- 1. The following priorities will be utilized for Thailand requisitions:
- a. Priority 12. Normal requisition with a RDD of 35 calendar days or more
- b. Priority 05. Walk through requisition with a RDD between 15 and 34 calendar days.
- c. Priority 02. Emergency walk through requisition with a RDD of 14 calendar days or less.

2. Security

- a. Special Security requirements have been imposed by HQMC and the RTMC regarding the movement of Category I materials. The following are considered the minimum:
- (1) An officer or SNCO must sign for and maintain custody of all Category 1 materials until expended or returned to ASP.
- (2) Two armed guards must escort all Category I material. The officer or SNCO may act as one of the guards, however, the driver of the vehicle may not.
 - b. Armory with secure storage is mandatory.
- (1) U.S. Forces operating in Thailand are not permitted to carry live ammunition for security missions. If waivers cannot be obtained from higher headquarters on armed guard requirements, then arrangements need to be made with the RTMC for providing such guards.
- (2) RTMC regulations governing the storage/security of Class V(W) material must be identified by the training unit via the host RTMC unit during the liaison visit. A Memorandum of Agreement (MOA) between the governments of the United States and Thailand prohibits the arming of U. S. sentries and prohibits U. S. Forces from employing armed reaction teams while aboard RTMC bases. This MOA takes precedence over OPNAVINST 5530.13 and NAVSEA Op Vol I. In order to lessen the potential for loss during these exercises the following steps should be taken.
- (a) The amounts and types of ordnance and ammunition embarked to Thailand exercises should be strictly limited to support the operational and training requirements of the exercise. Security Risk Category I items should not be taken if operationally possible.
- (b) The USMC exercise force commander should emphasize to all personnel that RTMC has primary responsibility for the security of ordnance and ammunition while stored aboard their base.
- (c) The USMC exercise force commander should provide, at a minimum, constant surveillance of the ammunition and ordnance storage areas. Additional security measures permitted by the MOA, to include a combined RTMC/USMC security force, should be coordinated with the RTMC commanders during the exercise liaison visit.
- 6004. PHILIPPINES. Units training in the Republic of the Philippines will embark their training Class V(W) material from the Camp Schwab ASP. Units will submit all copies of the DD Form 1348 to the Div Ammo Office marked "air pack required" or "sea pack required".
- 1. The following priorities will be utilized for the Republic of the Philippines requisitions:

- a. Priority 12. Normal requisition with a RDD of 35 calendar days of more
- b. Priority 05. Walk through requisition with a RDD between 15 and 34 calendar days.
- c. Priority 02. Emergency walk through requisition with a RDD of 14 calendar days of less.
- 2. Units are responsible for coordinating all air and sea transportation requirements.

6005. MOVEMENT OF EXPLOSIVES THRU PORTS

1. White Beach. Movement of explosives through White Beach is limited to 25,000 pounds net explosive weight (NEW) of Class 1 Division 1 ordnance.

2. Kin Red Beach

- a. Movement of explosives through Kin Red Beach is limited to Class 1 Division 4 explosives.
- b. Staging of explosives prior to embarkation is prohibited. Close coordination must be made by the unit embark officer to ensure all explosives arrive during the time of loading.

6006. HELO LIFT OF AMMUNITION

- 1. Restrictions on loading ammunition at ports and beaches (addressed in paragraph 6005) will sometimes necessitate Helo Lift or VERTREP (vertical replenishment) of ammunition to or from Navy ships. The complexities of coordinating Helo support, HST (Helo Support Teams), packaging and transportation of the ammunition from the ASP to the Landing Zone, slings, ships schedule and location require detailed planning between:
 - a. Unit Ammo, Embark, S-3 and Air Liaison Officer
- b. Division Embark, Motor Transport, Ammunition, G-3 Training and G-3 Air.
 - c. Landing Support Battalion's HST personnel.
 - d. 1st MAW/MAG 36/Helo Squadron fraggers (schedulers).
 - e. COMPHIBGRU ONE N32 (schedulers) and Ship.
- 2. Units redeploying via ship from off island exercises who anticipate a requirement to offload ammunition via Helicopter will send a message to CG THIRD MARDIV//G-3/AIR/G-4/EMB// detailing each lift as shown below.

Ensure that compatibility of ammunition is observed and include a proposed time and location of lift, as well as Comm Frequencies for radio contact between ship and helos.

<u>LIFT # 1</u>

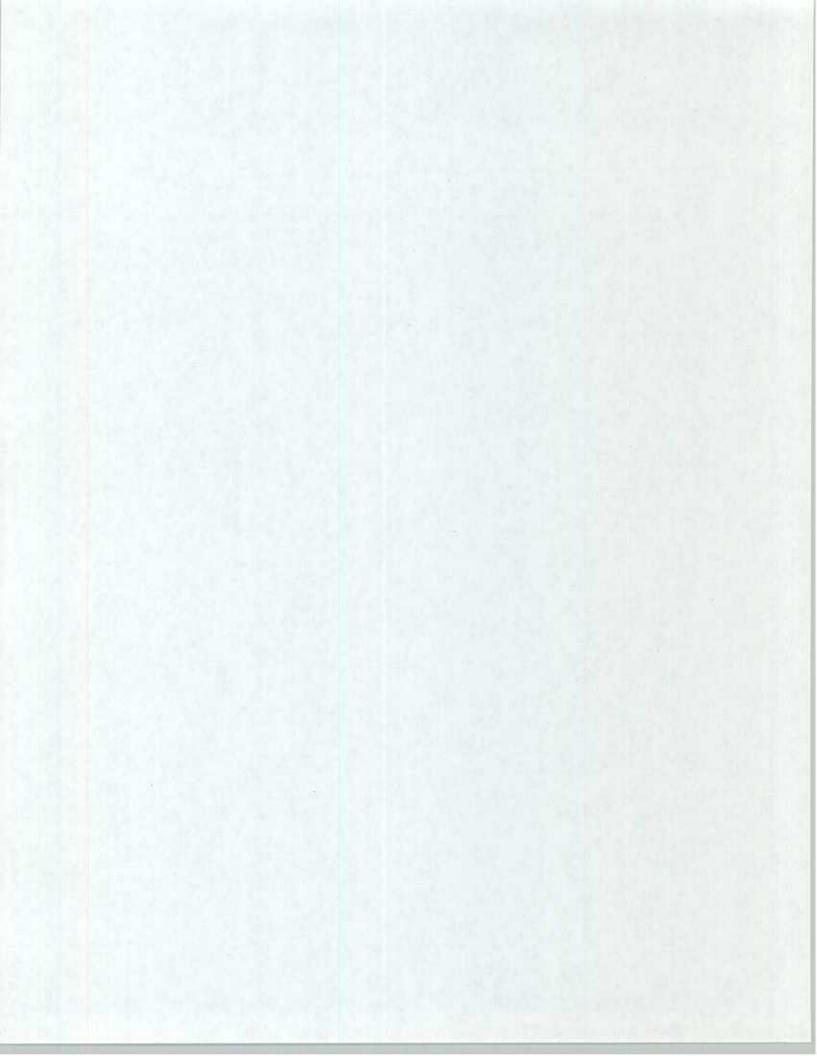
DODIC QUANTITY N.E.W. WT CUBE

TOTAL WEIGHT: CUBE:

CHAPTER 7

ENGINEER

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CHAPTER 7

ENGINEER

- 7000. <u>INTRODUCTION/CONCEPT</u>. This Chapter provides information regarding engineer assistance available and furnishes instructions regarding operations, training, equipment and maintenance support.
- 1. The engineer element deployed with a BLT will usually be one combat engineer platoon reinforced with equipment and personnel from H&S Company and Engineer Support Company of the Combat Engineer Battalion. When the combat engineer platoon deploys in support of a BLT, it is essential that prior coordination regarding Class IV and Class V (W) support requirements be made between the platoon commander and the BLT S-4.
- 2. <u>Mission</u>. The primary mission of the combat engineer element is to provide close combat engineer support as necessary to meet the essential requirements of the exercising unit. The engineer element is capable of performing or providing training in the following tasks:

3. Mobility

- a. Countermine. Detect, breach, bypass and mark minefields.
- b. <u>Counter Obstacles</u>. Detect, breach, and/or bypass obstacles other than mined areas.
- c. <u>Gap Crossing</u>. Recon, prepare site and construct/emplace crossing means.
- d. <u>Combat Road and Trails</u>. Recon, construct and maintain (very limited) roads and combat trails.

4. Counter Mobility

a. Construction of Obstacles

Craters

Tank Ditches.

Wire/Post

Bridge Demolition

b. Minefield

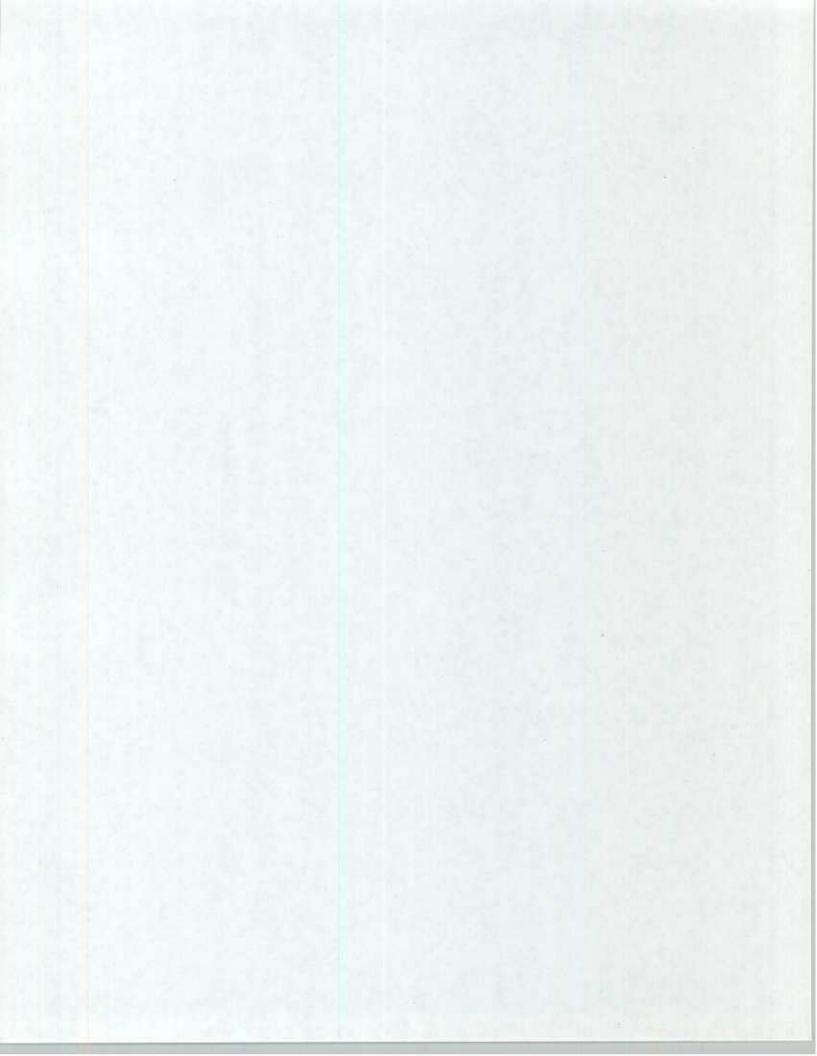
(1) Hasty Protective.

Tactical.

5. <u>Survivability</u>

- a. Construction of hasty/deliberate protective positions
- b. Excavate hull defilade positions.
- 6. During the initial planning stages of a deployment, the engineer element commander remains under the command of his parent organization for administration and logistics but reports directly to the Commanding Officer (S-3) of the supported unit for all operational matters. When administrative and operational control is passed to the supported unit, the engineer element commander will report directly to the supported unit commander. After attachment, the engineer element commander becomes the primary advisor to the supported unit commander for engineering matters in addition to his normal duties as engineer commander.
- 7. <u>Equipment</u>. Equipment requirements will be based upon the assigned mission of the engineer element.
- 8. Not later than 30 days prior to the deployment of the exercise unit, a joint LTI of all engineer equipment assigned to support the exercise unit will be conducted by a representative of the loaning battalion and the platoon commander of the engineer element. The platoon commander of the engineer element will insure that temporary record jackets are constructed, NAVMC 10524 is up to date, and all other maintenance checks (e.g., quarterlies) have been completed. After inspection, the equipment will be placed on administrative deadline until deployed. All OVM and deep-water fording gear will be inspected for availability and serviceability. All sets, chests and kits will be inventoried and their contents inspected for serviceability. Representatives of the G-4 (Division Engineer) will assist as requested.
- 9. The parent organization is responsible for ensuring that all required publications such as TMs and SL-4s are on hand.
- 10. Overflow second, third and fourth echelon maintenance will be performed by the CSSD. The CSSD consists of a detachment from the 3d FSSG. Once the engineer element is attached to the exercise unit, all vehicle/equipment parts are drawn through the supply detachment of the CSSD. The engineer element commander should make liaison with the supply officer of the supported unit to ensure that high usage parts are contained in the CSSD supply block.
- 11. Licensing of operators within the 3d Marine Division will be as outlined in TM 11275/4 and DivO P11270.1A. MEP generator assets are utilized by all Division units. It is the responsibility of the exercise unit to ensure that it has an adequate number of licensed generator operators for MEP equipment to be utilized. Third Combat Engineer Battalion conducts a periodic school to train operators. Ouotas to the school are allocated by the Div G-3.

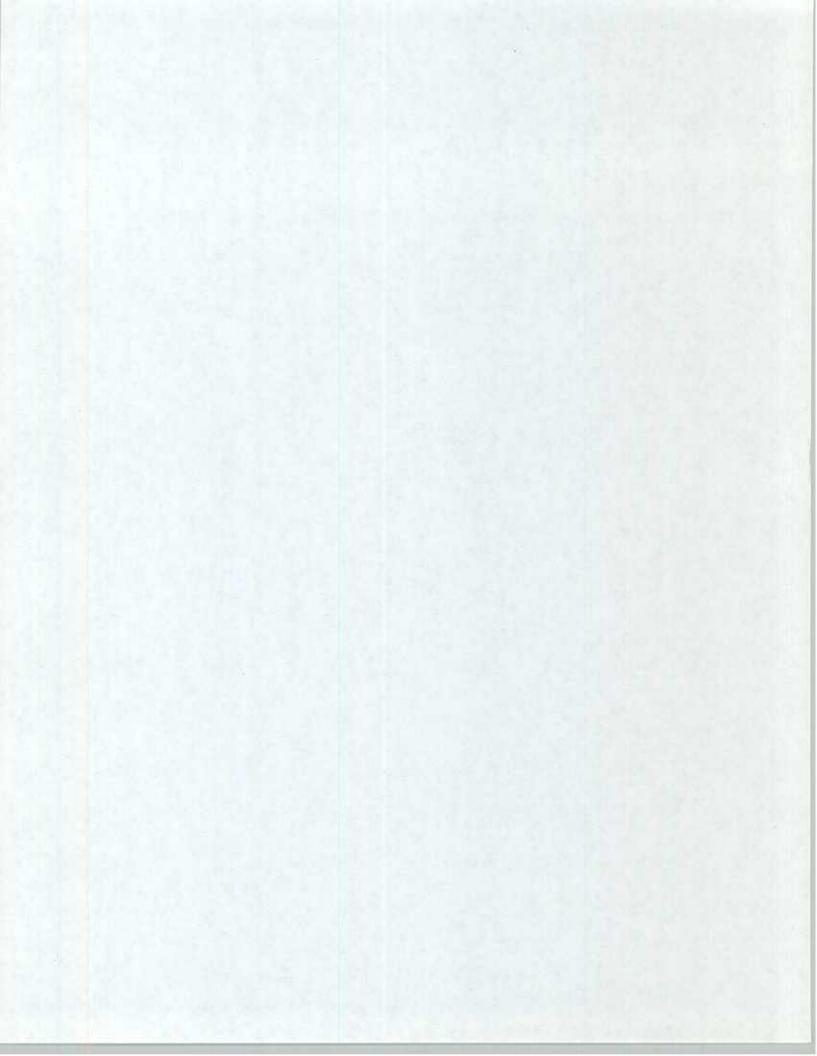
- 7001. <u>FUJI</u>. Training unit "self-help" projects and engineer projects must be approved by the CO, HqBn, Camp Fuji. No explosive charges exceeding 40 lbs may be used. No trees may be damaged or cut down.
- 7002. KOREA. Exercise Related Construction (ERC) and construction for training must be pre-planned and approved by the Commander U. S. Forces, Korea (COMNAVFORKOREA). ROK offers excellent opportunities to perform all engineer tasks addressed in paragraph 7000 in both joint and combined formats.
- 7003. <u>PHILIPPINES</u>. Future engineer training in the Republic of the Philippines is dependent on political factors beyond the Division's control. When, and if, training resumes in the Republic of the Philippines, engineering projects/training will have to be coordinated during liaison site visits.
- 7004. THAILAND. The coordinating agency for engineer construction projects in Thailand is the Joint U. S. Military Advisory Group (JUSMAGTHAI) in Bangkok. The focus of past engineer projects have been civic action in nature (in remote areas) as well as ERC.



CHAPTER 8

FACILITIES

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CHAPTER 8

FACILITIES

8000. <u>INTRODUCTION/CONCEPT</u>. This Chapter addresses the peculiar characteristics for each of the primary camps in the various countries to which Division units frequently deploy for training.

8001. CAMP FUJI

1. The North Camp area is dedicated for use by exercise units. A Subunit consisting of one platoon of AAVs, one battery of artillery and supporting personnel is permanently assigned to Camp Fuji and occupies specific buildings and facilities on a continuing basis. The exercise unit advance party should contact the Headquarters Battalion, Camp Fuji Logisitics/S-4 Officer AV 228-5306/5416 to schedule troop arrival/facility turnover dates.

2. Office Spaces

- a. Subunit/Exercise CP. Bldg 413 (3,000 SF).
- b. Comm Center/Office Space. Bldg 414 (1,125 SF)
- c. Company Offices. Quonset Huts D-404, D-405, D-406, D-407, D-408, and D-409.

3. Billeting

- a. <u>Buildings 266, 267, 268, 269, and 270.</u> Each building contains (6) 40 man squadbays and (4) double occupancy rooms for Officers/SNCO billeting.
 - b. Building 271 is occupied by permanent personnel.

4. Support/Recreational Facilities

- a. <u>Armory</u>. Bldg 105 (Augmented with reefer and CONEX boxes inside security fence)
- b. <u>Ammunition Supply Point</u>. Storage capacity for a normal 8-10 week training deployment.
- c. <u>Medical/Dental Facility</u>. Bldg 263 (combined medical/dental clinic for Headquarters Battalion, CSSD and Sub unit) includes emergency operating room, Lab, X-ray, Pharmacy, 2 dental rooms.
 - d. Messhall. Bldg 280 (350 per sitting).
 - e. Clubs. Bldg T-107 (Includes limited food service).
 - f. Branch AAFES Exchange. Bldg T-113.

- g. Shoe Repair/Pack and Wrap. Bldg T-109A.
- h. Post Office. Bldg T-110.
- i. Bulk Laundry. Bldg 122 (2 100 lb washers and dryers).
- j. Self Service Laundry. Bldg T-115 (20 washers and dryers).
- k. Telephone Center. Bldg T-107 (7 direct dial overseas lines).
- 1. Weight Room. Bldg T-115 (Nautilus machines and free weights).
- m. <u>Handball/Racquetball Courts (6)</u>. Bldg 126.
 <u>Picnic Pavilion</u>. Bldg 411 (4 BBQs).
- o. Chapel. Bldq T-180.
- p. Head/Shower Facilities. Bldgs 410, 419, and 120.
- 5. <u>Maintenance</u>. Routine/emergency maintenance can be obtained by contacting the Base Facilities Trouble Desk at 228-5305/5351 (camp extensions 305 or 351). Modifications or additions to buildings will be submitted via work request through the Headquarters Battalion Camp Fuji Logistics Officer (228-5306/ 5416).

8002. KOREA

- 1. The MEC/P Detachment has two pre-engineered building dining facilities. The detachment will provide two 350 cuft reefer boxes (refrigeration units to be provided by the tenant unit), one 3000 gallon collapsible water tank, and one 500 gallon water trailer. These items will be co-signed for by a unit representative on ECR cards. A joint LTI will be conducted upon turnover with discrepancies noted on the back of ECR. All additional items/supplies required for the operation of the dining facility are the responsibility of the tenant unit.
- 2. No permanent disbursing facilities are available in the Pohang area. With prior coordination, arrangement for disbursement of payroll funds to a Class A agent and provision for limited currency conversion can be made through Camp Henry, Taegu.
- 3. Postal service can be arranged through the U.S. Army Post Office, Camp Henry. Attachment of qualified postal personnel is normally required to handle the increased load. A postal facility at MEC/P will be made available for use by tenant units. Transportation of mail to and from Camp Henry is the responsibility of the tenant unit.

4. <u>Sanitation</u>

a. MEC/P has two 100-125 person self-contained shower/head facilities for training units to use. A third shower facility is also available but requires a bath unit (B0060) which the using unit must

provide. a back-up unit is suggested. Two 3000 gallon tanks will be provided by the MEC/P Detachment. For battalions signed KITP operations, four augmentes, MOS 1171, Hygiene Equipment operators are also needed.

- b. Trash will be placed in designated areas/containers only. All trash will be picked up at MEC/P by contract.
- c. Field head facilities for all billeting areas aboard MEC/P will be provided by the MEC/P Detachment. Sewage will be disposed of by contract. Tenant units are responsible for maintaining these facilities in a sanitary state.
- d. Laundry service is available through an AAFES vendor, however, service is slow and expensive. Units deploying for long periods of time should consider taking a laundry unit.
- 5. Nine strongbacks and twenty five pre-engineered buildings (PEB's) are located in the camp billeting areas. The facilities identified for administrative use are equipped with lighting and convenience outlets. The MEC/P Detachment will provide fire extinguishers for each occupied facility. The tenant unit is responsible for the provision of house cleaning supplies, cots, sleeping bags, and heaters (if desired). Containers for storage of classified materials are not available. Tenant units should deploy with necessary provisions for storage of classified material.
- 6. Above ground concrete bunkers are available in the lower camp for storage of supplies. One bunker is designated for use as an armory. Several areas are available for open storage in both the upper and lower camp areas. Open storage areas will be assigned by the OIC, MEC/P based upon tenant unit requests and needs. Tenant units should deploy with sufficient locks to meet their needs.
- 7. Ammunition storage is not permitted at MEC/P. Ammunition storage is available at the ROK Marine Base and should be coordinated during the initial liaison visit with the OIC, CNFK Det Pohang.
- 8003. <u>PHILIPPINES</u>. Future training in the Republic of the Philippines will be dependent on political situations beyond the control of the 3d Marine Division. Should training be resumed, units will have to make liaison visits to determine what facilities will be available for their use. Liaison officers must sight these facilities and begin plans to ensure they meet the unit's training needs.

8004. THAILAND

1. Billeting

a. The host training unit, RTMC, will arrange billeting for USMC training. Because exercise locations vary from year to year,

the type and quality of billeting facilities available from the various battalions of the RTMC vary significantly. It is incumbent upon the training unit liaison party to sight facilities to be made available by the RTMC and request any additional critical requirements. Billeting typically includes the use of racks, head facilities, and shower facilities.

- b. Typically, training units must deploy with organic sleeping bags, isopor mats, cots, insect netting, pillows etc., as well as Class II consumables (housekeeping supplies and toilet paper).
- c. Tents, cots, etc., required for billeting in the field must be provided by the USMC training unit.
- d. Billeting requirements will be formally identified in the logistics confirmation/support request.

2. Support Facilities

a. The RTMC will typically provide miscellaneous facilities encompassing a variety of structures and spaces including, but not limited to, office space, class rooms, messing area, and head and shower facilities. The availability of RTMC facility support in the following areas (as required) must be ascertained by the USMC training unit during liaison visit.

Office space/furnishings

Maintenance area(s).

Storage area(s) for general supplies

(4) Secure storage area(s) for Class V(w), communication equipment, pilferables.

Armory.

Telephones.

- b. USMC training units will provide locks for use with any storage facility.
- c. Facility requirements will be formally identified in the logistics confirmation/support request.
- 3. <u>Camp Services</u>. The RTMC will also typically provide "camp services" in the form of trash and waste removal, electric power to assigned facilities, and a potable/nonpotable water supply.

a. Water Supply

(1) The availability of a potable tap water supply in any particular billeting or training area must be ascertained by the training unit during the liaison visit. A physical test for water potability

will be conducted by training unit medical personnel prior to consumption. Tap water must indicate 0.2 ppm chlorine residual to be considered potable. If less, water must be collected and chlorinated to 2.0 ppm chlorine residual prior to use.

- (2) In the event testing of the Thailand water supply results in its identification as non-potable, USMC training units may contract for potable water through an in-country commercial contractor. This water must be assumed to be contaminated and must be treated to 2.0 ppm chlorine residual prior to use.
- (3) Training units will deploy with a tactical water storage capability, e.g. M149 water trailer, 36 gallon sterilizing (Lister) bags, or 5 gallon water containers as required to support training schedule operations. Potable water provided by the commercial contractors is delivered in 5 gallon reusable plastic containers which, for ease in dispensing and further chlorination, are emptied into the training unit's water trailer(s) or sterilizing bag(s). The water provided by the contractor should also be tested and must be treated to 2.0 ppm chlorine residual prior to use. Ensure medical personnel treat water trailer as required. Ice must always be presumed to be contaminated and never used to directly cool water or added to water.

b. Electric Power

- (1) USMC training units will utilize USMC Mobile Electric Power (MEP) assets as the principal source of power for the operation of tactical equipment. Thai commercial power is 220 volts, 50 cycles, and cannot be converted conventionally for powering USMC tactical equipment. USMC units must provide their own generator operators if they need generator support through temporary loan.
- (2) Commercial power expenditures in support of billeting spaces or other facilities provided to USMC training units will be kept to a minimum. The RTN/RTMC impose no requirement on the USMC to provide reimbursement for commercial power expenditure by training units.

c. Trash/Waste

- (1) Training units will ensure that instructions for the disposal of trash, liquid waste (e.g., from food services operations), and human waste for both camp and field environments, are solicited from the host RTMC training unit during the liaison visit.
- (2) Any equipment/consumables required to support the collection/disposal process (e.g., plastic bags, refuse cans) must be deployed with the training unit unless otherwise provided for by the RTMC.
- (3) Training units will coordinate procedures/availability of disposal facilities for hazardous waste with the RTMC, through the SMO, during the liaison visit. That hazardous waste not properly disposed of during the exercise will be returned with redeploying exercise forces.

d. Laundry Service

- (1) Two options exist with regard to the acquisition of laundry service for training unit personnel.
- (a) Dependents of the host training unit, RTMC, may provide laundry service as a way to supplement their income. This option is preferred by the RTMC.
- (b) An in-country commercial contractor can arrange laundry service with a 24 hour turnaround time.
- (2) The availability and cost of each alternative must be ascertained by the training unit representatives during the liaison visit.

e. Clubs/Concessions

- (1) Training unit personnel are normally authorized access to the RTMC concessionaire aboard Sattahip Naval Station. Concessionaire stocks include limited health and comfort items, clothing items (predominantly T-shirts, PT gear, etc.) and souvenirs.
- (2) Club privileges at the Sattahip Naval Station Officer's Club and Enlisted Men's Club are extended to USMC training unit personnel at the discretion of the RTMC.

CHAPTER 9

FOOD SERVICE

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CHAPTER 9

FOOD SERVICE

9000. INTRODUCTION/CONCEPT

- 1. DivO P10110.8, Standard Operational Procedures for Food Service contains procedures and guidance for garrison/field messhall operations.
- a. Commanding Officers exercising operational control of field messes are directly responsible to the Commanding General, 3d Marine Division for the quality of food service, financial solvency and compliance with applicable regulations from higher headquarters.
- b. Mess Officers and managers must be identified and appointed in writing. Messmen should be assigned at a ratio of 1 per 25 and found physically qualified to stand mess duty by appropriate medical personnel. These requirements must be kept on file at the mess site and should be completed prior to embarking.
- c. Managers are required to follow established Master Menus provided by the Division Food Service Officer (FSO) to ensure nutritional content and the ability for outside agencies to support. Menu changes should only be required to utilize on hand subsistence or replacement of not-in-stock items.
- d. Units should deploy with sufficient field mess equipment to support the anticipated feeding strength and mission. Consideration must be made for field cooking capability, experience level of food service personnel, vat chow requirements and commanders overall feeding plans.
- e. Refrigeration assets must be embarked unless prior arrangements for leasing has been accomplished. LTIs and operational checks must be made on each ME-10 and 350 cube refrigeration box to ensure temperature maintenance and serviceability. Any temporary loan requests for refrigeration assets should be identified early in the planning stage to allow sufficient time for sourcing.
- f. Financial accounting procedures are identical for garrison and field operations. All required forms will be utilized, filed for record/audit and stored for time periods specified by regulations. The Division FSO will submit requests for appropriation data and Basic Daily Food Allowance (BDFA) for all off island exercises.
- g. Unit Diary entries should be effected by the S-1 to stop comrats/initiate pay checkage for officers/enlisted for duration of exercise periods, prior to deployment.

- h. At completion of exercise, a Subsistence Operational Analysis Report (SOAR) will be submitted to this Headquarters (G-4/FSO) within 10 days. Assistance and guidance for proper SOAR computation with the Division Food Service section is recommended.
- i. Coordination before, during and after deployments with the Food Service Staff will provide insight concerning known problem areas and will provide valuable current information from returning training units.
- 2. Units establishing a field mess will deploy with sufficient food service and subsistence personnel to include a SNCO designated as manager and an officer designated as mess officer. Mess officer/manager will make liaison with the Division FSO for specific guidance/assistance. Training unit will deploy with all T/E food service equipment, tentage, mobile electric power (MEP) generators, and consumables required.
- a. A minimum of two 350 cubic foot pre-fab refrigerators will be deployed
- b. One refrigeration unit ME-10 for each rigid box refrigerator, plus a minimum of two backup refrigeration units will be deployed.
- c. Temporary loan requests for rigid box refrigeration units will, be submitted as early in the planning phase as possible. Sufficient time must be afforded following the LTI to permit the 48 hour test run as well as address any required maintenance or alternate temporary loan arrangements prior to the preembarkation staging deadline.
- d. Leasing of refrigeration equipment from local sources is an option open to deploying units if embarkation of T/E refrigeration equipment is not possible or in case of T/E equipment failure. This could save embarkation space and time. Coordination for rental rerequirements should occur during the liaison/site visits.
- e. Ice (cubes) required for mess operations or other applications may be purchased from an in-country commercial contractor. Ice should be formed with potable water and delivered by the vendor to the mess site/other designated site in 10 lb packages. The unit must test the ice to ensure it is <u>potable</u>. Note that the vendors can provide standard size insulated chests for temporary storage of ice. Ice is chargeable to the units' O&MMC funds, not subsistence appropriations.
- 3. Establishment of a field mess, requiring subsistence procured from commercial sources (local economy), will follow the menu plan provided by the Division FSO.
- a. Class I requirements will be based on the 3d Marine Division 10-day menu (A-MRE-A) available at the Division FSO.

- b. Menu changes are not authorized except at the end of the exercise when the on hand inventory will be absorbed into menu offerings.
- 4. Food Service Officer will coordinate/assist in the submission of requests for all off-island deployment BDFAs based on type of rations being procured. Requests for BDFA establishment are forwarded to CG, FMFPac, no later than 30 days prior to exercise. Requests for appropriation data are submitted to CG, MCB Camp S. D. Butler (FSO), no later than 30 days prior to exercise commencement.

9001. FUJI

1. JITP

- a. Coordinate initial predeployment brief with Division FSO.
- b. Request BDFA from CG, FMFPac and appropriation data from CG, MCB Camp S. D. Butler. Unit must provide beginning/ending dates of exercise, head count by date, and requests for MRE enhancements to the Division FSO.
- c. Requisition sufficient Class II supplies for first seven days of operation of field mess operation. Subsequent requirements are requisitioned from the CSSE, or NSD Yokosuka Japan if CSSE is not available.
 - d. LTI all field mess equipment to include refrigeration.
- e. Request MRE support from FSSG (AC/S G-3/SSE) via CG, 3d Marine Division (DSO). Note that MREs will be supplied from stocks prepositioned at Yokosuka, Japan. The unit Supply Officer will submit a DD form 1348 and notice of authorization from FSSG to the Commanding Officer of the CSSE or to the Commanding Officer, Headquarters Battalion, Camp Fuji when no CSSE is available.
 - f. Coordinate predeployment brief with Division FSO
- g. Make liaison with Headquarters Battalion, Camp Fuji Logisitics representatives for coordination of Class I and II support required from NSD Yokosuka, Japan.
- h. Recent years have allowed experimentation with tray rations. Tray rations have proven beneficial and are the preferred ration for short term minimum support type exercises. Coordination with Division FSO will provide details concerning what options are available for feeding during JITPs.

2. Camp Fuji Deployments

a. The Fuji training camp messhall is located in building 280 which is capable of feeding 350 Marines every 20 minutes for a total of 1800 Marines in a 1 hour and 40 minute period.

- a. The III MEF, Camp Pohang (MEC/P) expeditionary messhall accommodates most feeding requirements for the vicinity of MEC/P. Messhall is expeditionary. Units must bring T/E field equipment for operations. MEC/P messhall includes a protective wooden structure for food service preparations and patron seating (Picnic tables), (2) refrigeration boxes with ME-10's, trash collection area and improvised improvements. For most current information concerning MEC/P messhall make liaison with the Division FSO.
- b. Training units operate MEC/P messhall utilizing T/E equipment assets and onboard food service personnel. During multiple unit deployments, prior coordination to determine which unit exercises operational control must occur. This reduces redundancy, designates the POC (S-4) for coordination of feeding requests and determines manager of the messhall. Messhall operation requires augmentation at 1 per 50 for food service personnel and 1 per 25 for messmen.
- c. For vat chow support, units must bring their own field mess equipment (vacuum container). This prevents field chow degradation and the depletion of assets in support of base camp requirements.
- d. Coordinate initial predeployment brief with Division Food Service. Provide estimated Class I requirements for day to day feeding strengths.
- e. Requests for Basic Daily Food Allowance (BDFA), appropriation data for messhall operation (A, B, T rations) and accounting instructions will be accomplished by Division Food Service.
- f. Requests for MRE support are submitted to FSSG (AC/S G-3/SSE) via Division (DSO). Requirements may be embarked or receipted from prepositioned stocks. Prior liaison/coordination is necessary.
- g. Class II requirements should be embarked or prearranged to purchase in-country. Primary concerns are: paper gear for patrons, cleaning supplies for messhall operation.
- h. Identify and have LTI's conducted on refrigeration assets (ME-10's, 350 cube box). Equipment must operate properly to be effective in the field environment (temp maintenance, chill ability).
- i. All units deployed to Korea (MEC/P) for training will be considered in a field duty status. Officer payroll checkage/enlisted personnel comrat stoppage shall be accomplished in accordance with Appendix D of DivO P10110.8F. Each person entitled to subsistence-in-kind will sign the Meal Verification Record (NAVMC 10789) prior to each meal consumed. During actual field maneuvers when containerized hot meals are provided, block stamp signatures apply. Example: "I acknowledge receipt of ____ (must be numerical) meals this date which are for ____ (spelled out in numbers) individuals who are entitled to subsistence-in-kind".

A typed or printed list of those personnel with their unit and social security numbers will be submitted as supporting documentation. Training units will continue to utilize existing meal cards. Commanders will remain responsible/accoutable for the issue and control. Visiting officers and staff NCOs or officers not on payroll checkage will pay the food cost and applicable surcharge. All training schedules must be coordinated with the S-4 Officer to ensure adequate provisions (rations) are on hand. A minimum notice is required for the messhall to order provisions to support. Coordinate pre-deployment brief with Division FSO.

- j. Review the current exercise LOI and Food Service LOI feeding plan tailored to exercise scerario.
- 9003. <u>PHILIPPINES</u>. Future training in the Republic of the Philippines is uncertain and dependent on political factors beyond the Division's control. The food service support required for training units in the Republic of the Philippines will have to be identified and coordinated during liaison/site survey trips. It is recommended that units contact the Division FSO for information on any recent unit deployments to the Republic of the Philippines.

9004. THAILAND

1. THAILAND TRAINING

- a. There is no SOFA or ISSA to support requirements. Normally, units use existing Thailand messhalls to accommodate/assist in developing feeding plans. Most do not meet mimimum US sanitation standards.
- b. Prior coordination/liaison with Thailand military is necessary to determine what buildings are available for use and how much material to bring for upgrading. In extreme cases, tentage for entire mess operation may be required.
- c. Coordinate inital predeployment brief with Division FSO. Provide estimated Class I feeding requirements for duration of exercise.
- d. Request for BDFA, appropriation data for messhall operation (A, B, T rations) and accounting instructions will be accomplished by Division FSO.
- e. Requests for MRE support are submitted to FSSG (AC/S, G-3/SSE) via Division (DSO). Requirements must be embarked.
- embarkation. Paper gear can be purchased on-island or arrangements made for in-country purchase.

- g. Refrigeration requirements can be leased or embarked to the exercise site. All refrigeration assets scheduled for embarkation must be LTI'd and have operational checks completed to ensure effective operation in Thailand.
- h. Detailed planning is pertinent for successful training exercises in Thailand. Water sources are non-potable, environment is demanding, availability of many items/services are non-existant. Field mess equipment and subsistence provisions require embark space.
- i. Review previous Thailand exercise after action files, review exercise LOI and necessary coordination with Division staff members.
- j. Review Food Service LOI for exercise prior to deployment Contact Division FSO for questions/clarification.

CHAPTER 10

MEDICAL AND DENTAL

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CHAPTER 10

MEDICAL AND DENTAL

10000. <u>INTRODUCTION/CONCEPT</u>. This Section is intended to provide Senior Medical Department Representative (SMDR) with the guidance needed to render effective medical care and support to a unit through all phases of a deployment. This section is not intended to replace current official Navy/Marine Corps orders/instructions but to augment such orders or instructions and provide guidance.

- 1. Medical support for a deploying unit of the FMF must satisfy a minimum of three responsibilities:
- a. Conserve the combat efficiency of the unit by a continuous and dynamic preventive medicine program and by the early return to duty by patients no longer requiring medical care.
 - b. Provide the best medical care possible for the sick/injured
 - c. Medical planning support of operations.
- 2. SMDR responsibilities include but are not limited to the following:
 - a. Advising the command on all matters pertaining to health care.
- b. Organizing the medical section and supervising all medical administrative functions. (All references to the Navy Personnel Officer (NPO) throughout this SOP are to the NPO at the Division).
- c. Review latest medical intelligence and after action reports held by the Division Surgeon.
- d. Schedule preventive medicine briefing for deploying troops 30 to 45 days prior to deployment.
- e. The SMDR should write the medical chapter of the LOI for the deployment and ensure coordination with the overall command medical plan. Mutual support of composite units is required. Disease Risk Assessment Profile (DISRAPS) also need to be utilized while preparing the LOI for deployment.

3. Medical Administration

a. Reports

- (1 Shall be submitted as outlined in DivO P6000.5
- (2) All reports will be submitted in sufficient time to reach the recipient by the required submission date.

- (3) Morbidity Report. Do not send the morbidity report directly to Naval Data Command center. Submit the feeder report to parent command who will incorporate the report in the Medical Administration Assistance Team (MAAT 3D MARDIV) report.
- b. <u>Leave</u>. Prior to departure, the SMDR will procure Navy Leave Authorization forms from the Assistant NPO. When leave is approved, the SMDR will call the NPO for a "leave number" then the BAS will type the Leave Authorization. When the member returns from leave, parts I and II of the authorization will be mailed to the NPO.

c. Pay

- (1) Prior to deployment, the SMDR will submit a letter to the NPO detailing the paydays the unit will be off-island and listing the personnel on DDS and those not on DDS. Those members not on DDS will receive a monthly paycheck via a Marine Corps Pay Team.
- (2) Any deviations or unique situations must be requested through the Pass Liaison Petty Officer at the Navy Personnel Office

d. Publications and Instructions

- (1) Due to the extended nature of these operations, all publications and instructions listed in the Medical LRE checklist must be taken on deployment.
- (2) The rear-party will also require access to required publications and instructions. Therefore, close liaison must be maintained between the rear-party and the regimental SMDR.

e. Health and Dental Records

(1) Health Records

- (a) Health records of all deploying members must accompany the unit during deployments greater than thirty (30) days. Any deployments less than 30 days in duration will annotate medical concerns on SF 600's.
- (b) Health records must be verified prior to the deployment (approx. 30-45 days) and all non-deployable personnel must be identified.
- (c) All required inoculation/immunizations must be administered.
- (2) <u>Dental Records</u>. The dental records of all deploying members must accompany the unit during deployments greater than seven days. However, the records should not travel on the same aircraft arpersonnel, if at all possible.

4 Medical Training

- a. Training in the field must satisfy three objectives: Medical, Marine and Mission.
- b. Inservice training for Hospital Corps personnel must be based upon Naval Training Manuals and other publications listed in the bibliography for advancement. Assistance can be obtained through NPO (Career Counselor or Training Petty Officer).
- c. Marine training will be based upon information located within the Battle Skills and in accordance with DivO P6000.5, Chapter 3.
- d. Mission specific training must provide the deploying unit with specific skills identified as being essential based upon mission requirements and the most common diseases/injuries expected to occur.
- 5. Advancement. Prior to deployment it is the responsibility of SMDR to:
- a. Determine that all personnel who wish to take the advancement exam are completely qualified.
- b. Obtain leadership exams from the NPO for those personnel who will be tested during the deployment.
- c. Contact the NPO to arrange for advancement exams and administration of those examinations.
- d. Frocking, advancements and training related matters will be coordinated through the NPO.

6. Supply

- a. The SMDR will insure that the 60 day Medical Opstock is maintrained at a level of 80% or greater and can be brought to completeness for deployment as required. Ensure that the most current OPSTOCK listing is on hand.
- b. The procedures for procurement of AMAL Blocks, supplemental medications and controlled drugs, in accordance with DivO P6000.5, shall be followed; AMAL Blocks are generally required for any Battalion size deployment. Procedures for ordering controlled drugs on deployment are completely different than that of the 60 day OPSTOCK.
- c. AMAL Training Blocks should be utilized for on island training evolutions to familiarize personnel with contents and procedures.
- d. If controlled drugs are requested by the Medical Officer, the following minimum requirements must occur:
- (1) A controlled drug inventory control board must be established immediately IAW NAVMED P-117. This board, consisting of 3 members, will have at least 1 member as a commissioned officer.

- (2) There must be a custodian for the bulk narcotics and the custodian cannot be the Medical Officer or SMDR due to the potential for conflict of interest.
- (3) All requirements for the issuance and storage for controlled medications are outlined in the NAVMED P-117.
- (4) The designated custodian will be the individual responsible for picking up the controlled items and placing these items in the safe.

7. Preventive Medicine Responsibility

- a. The Battalion Preventive Medicine Technician (PMT), actually works out of the Consolidated Preventive Medicine service located at Camp Foster will ensure maximum coordination with the Division Surgeon concerning all Special Program matters.
- b. Pre-deployment preparations include command and unit personal medical briefings, ensuring immunizations are current and arranging for special immunizations, are required. Development of a strong malarial prophylaxis control program, if require@ by the area, is critical.
- c. During the deployment, the Battalion/Unit PMT, must ensure constant vigilance of all aspects of required preventive medicine programs.
- d. In areas with fixed Base Medical support or a Consolidated Preventive Medicine Unit, either separate or attached to a CSSD, the Battalion PMT shall cooperate with garrison responsibilities and assist with Base Camp Preventive Medicine responsibilities.
- e. Present reporting procedures will remain in effect; required reports being submitted as outlined in DivO P6000.5.
- 8. <u>Unit Level Requirements</u>: Units will deploy with a tailored but representative portion of T/O medical personnel and a "sick call" block compatible with anticipated requirement, up to the complete opstock.
- 9. <u>Medical Liaison</u>: SMDR's must ensure pre-deployment liaison with supporting/supported units. During the deployment, cooperative, mutual liaison and support is expected among units. Units supported by foreign host nations facilities, must conduct on site visits for liaison and courtesy, as well as, over all familiarization.
- 10. <u>Medical Intelligence</u>: Deployed medical personnel, must be alert and sensitive, to medical intelligence information encountered during deployment. Disease incidence, significant information derived from personal contacts, experiences and changes in support capabilities, are required to be reported upon completion of deployments. Classified and unclassified intelligence files are maintained by the III MEF Medical Planners. Deploying units should request a briefing 30-45 days before deployment.

11. Post Deployment

- a. Complete after action reports in accordance with DivO P6000.5.
 - b. Return controlled drugs, if any, immediately.
 - c. Inventory and return all AMALs within 7 working days

10001. FUJI

- 1. Camp Fuji is a fully developed camp and has a modern clinic with basic acute care, x-ray, laboratory and pharmacy. It has office space for deployed medical personnel. A Dental Clinic for use by the CSSD Dental Officers/technicians, is available for basic dental care.
- 2. <u>Medical Staff Issues</u>. Clinic staff consists of one permanent Independent Duty Technician from USNH Yokosuka and one Hospital Corpsman (HM) augmented from the Division. Current MOU provides that deployed unit medical officer and HM augment and work within the basic clinic unless involved in direct support of field exercises and training.
- 3. <u>Patient Transportation</u>. Camp Fuji has basic ambulance support. Current procedures for transport of emergency/routine patients will be provided upon arrival. Units requiring a field ambulance should deploy with required equipment.
- 4. <u>Supply</u>. Opstock supply support is from an on scene III MEF opstock maintained by the base clinic. Deployment of a 60 day opstock is not required unless unit plans/anticipates the possibility of direct contingency operational deployment upon departure. The above support is on a reimbursable basis. AMAL's for field training/familiarization/contingency should be brought by the deploying unit.
- 5. <u>Health and Dental Records</u>. Prior to deployment, all personnel must be screened/evaluated as fit for deployment. Those individuals, who require medications not included on the opstock, must bring sufficient medication for the deployment. Large units, anticipating prolonged deployment, should assign a HM to Naval Hospital, Yokosuka as patient liaison.
- 6. <u>Preventive Medicine</u>. Preventive medicine is a responsibility of the Base Camp Clinic. Units with PMT are required to cooperate and participate in Base Sanitation activities. CSSD, is responsible for retrograde with the assistance of all PMTs.
- 7. <u>Health Risk Factors</u>. Generally, Camp Fuji is a clean non-tropical environment with minimal risk factors. Primary risks are occupational injury related to terrain and maneuvers. Heat/Cold related injuries are always a risk. Scrub Typhus is reported as present in area and vector precautions are required in season.

8. Pertinent Telephone Numbers

- a. Base Clinic, Fuji: (A) 228-5351
- b. Naval Hospital, Yokosuka: (A) 234-7133/7144
- c. III MEF/3d Marine Division Surgeon: 622-9425/9430

10002. KOREA

- 1. <u>General</u>. This discusses the deployment of KITP units in ROK Incremental Training Packages. Although these units are designed to be sustained independently, they may be inserted coincidentally with a major exercise, in which they are participants. Consequently, Medical Planning must consider all aspects and the fact that support may vary over time.
- 2. <u>Facilities</u>. KITP units are generally billeted at the MEC/P, located west of the ROKMC Base. The camp consists of a variety of support facilities, however, it has no permanently staffed or equipped medical facility. Normally, KITP units of battalion size are supported by a CSSD who provides medical support-lab, x-ray, pharmacy beyond battalion capability. Medical units are generally provided with clean, dry, enclosed structures, however, heat is by portable kerosene heaters and water by water bulls.
- 3. <u>Transportation</u>. KITP units and CSSD support units must provide ambulances while deployed. Specific procedures for medevac and/or obtaining local medical support in emergencies should be determined prior to deployment and confirmed with Base Camp personnel on arrival
- 4. <u>Supply</u>. Units deploying for KITP should be self contained with opstock calculated to provide all needs throughout the deployment. Supporting CSSD's and/or coincident FMF units normally have only minimal excess and do not anticipate a major Class VIII resupply role Unexpected supply, optical and medical repair support requirements, may be obtained at 6TH MEDSOM, TAEGU, telephone 736-4079. Request should be in proper format for funding. AMAL's are required to be deployed for BAS operation, field operations and contingency readiness.
- 5. <u>Emergency Medical Support</u>. Exclusive of deployment coincident with major exercises, medical support for problems beyond unit capability are as follows. Normally obtaining on going medevac and/or transport to local medical facilities is a CSSD responsibility.
 - a. U.S. Military facilities
- (1) 121st Evacuation Hospital, Seoul, Korea, telephone 737-5545 5450. A full service hospital with a full spectrum of medical specialties on scene, available locally or vice ongoing medevac. Cash payment is required when service is rendered. Coordinate this with the CSSD Disbursing Officer.

(2) 543rd Medical Clinic, Taegue, telephone 764-5590/5573. This facility has limited medical capabilities and variable staffing. Does have limited holding capability and access to medical transportation/medevac system.

b. Host Nation Support

- (1) ROK Armed Forces Hospital, Pohang, telephone 71-3042/4009, is located on the ROKMC Base, east of MEC/P. Hospital reflects an older style of construction, capabilities and procedures. They can be called upon for mass casualty assistance, however, normal utilization for routine or emergency care is not recommended.
- (2) Saint Mary's Hospital, Pohang, telephone 72-2276/0151. This modern civilian, full service hospital, can provide excellent state of the art emergency care, surgery, and stabilization. Access is by ambulance and routes should be identified on arrival. Prompt reimbursement, by the unit, is expected. Normally, medical problems are taken to U.S. Army facilities, but in an emergency, this a key asset.
- 6. Medical and Dental Records. Records are deployed with the unit due to the normally prolonged deployment. Due to the relative isolation, the personnel deployed must be fully fit for field duty. Any unusual medications must be procured for individuals concerned, so as to last the entire deployment. Individuals can not be expected to have ready access to routine specialty consultation. Individuals with COPP and asthma history are severely affected by local conditions of air pollution and should not be deployed.
- 7. <u>Preventive Medicine</u>. The unit PMT's are expected to support his unit and work in coordination with CSSD and/or any major Preventive Medicine Consolidated Unit. Preventive Medicine is a critical aspect of KITP deployment.

8. Environmental/Disease Risk

- a. <u>Air Pollution</u>. The Pohang area is in an extremely high air pollution area. Local steel mills and chemical plants emit large quantities of sulfer dioxide and other pollutants. Respiratory irritation, acute and chronic bronchitis and pneumonia are to be expected.
- b. <u>Heat/Cold Injury</u>. The rugged terrain, as well as the full spectrum of climate from winter to summer, make heat/cold injury a major cause of concern.
- c. Occupational Injury/Accident. Motor vehicle accidents involving ROK Nationals are a distinct threat during all times of the year. During rainy periods, the extremely adhesive mud makes injuries from slips and falls common.

- d. <u>Disease Threats</u>. Korea is an ancient Asian country which is developing but has every viral, parasitic and bacterial disease you have ever heard of. Food and water sanitation and venereal disease prevention cannot be over stressed.
- e. Korean Hemorrhagic Fever. This is important enough to rate mentioning here and will be the subject of detailed briefings on prevention, diagnosis and evacuation for medical, as well as, unit personal.
- 9. <u>Point of Contact</u>. Telephone access is available on the camps or on the ROK Base. A detailed list of current phone numbers should be available and part of the deployment package. Access to the Division Surgeons Office, Okinawa, 622-9425, is frequently easier for relayed information, vice calling Seoul directly.

10003. PHILIPPINES

- 1. <u>General</u>. Future training in the Republic of the Philippines is uncertain and dependent on political factors beyond the Division's control. The medical support required for training units in the Republic of the Philippines will have to be identified and coordinated during liaison/site survey trips. It is recommended that units contact the Division Surgeon for information on any recent unit deployments to the Republic of the Philippines.
- 2. <u>Environmental</u>. Subic is in a tropical, generally extremely hot and humid environment. Sanitation levels in the surrounding area are extremely poor. Up until recently, sanitation and vector control on base were outstanding and no precautions were required on base. The volcanic disruption makes sanitation and vector control problems likely in the near term. Precise requirements for malaria prophylaxis, supplemental immunizations and medications must be determined prior to deployment.
- 3. <u>Disease Threats</u>. Malaria, Hepatitis, Venereal Disease, are major threats in this area and require individual briefings for all Marines. Specific details of prevention and treatment must be determined prior to planning as they vary. All forms of tropical and non tropical disease are found in the Philippines.
- 4. <u>Preventive Medicine</u>. Support is of paramount importance and cooperation between unit PMT's and supporting CSSD, base facilities is imperative.
- 5. Point of Contact. Division Surgeon, 622-9425.

10004. THAILAND

1. General. The information, instructions and concepts presented therein are directed at the typical Division unit training under the

Thailand training, i.e., operating independently without the benefit of medical support from a CSSD and without access to USN/USMC air assets for medevac.

- a. A PMT will be included on the staff of training units deploying to Thailand. If an organic PMT is not available for a particular deployment or if a PMT is not authorized by unit T/O, PMT support will be requested from the Division Surgeon's Office not later than 15 days prior to deployment as directed in BO 6210.1.
- b. A malaria chemoprophyaxis program is required for all participants in Thailand training. BO 6210.1 states that the Battalion Surgeon/SMDR shall consult with the Division Surgeon regarding the choice and administration of chemoprophylactic agent.
- c. It is strongly recommended that representatives of the training unit medical staff establish liaison with the staff of the RTMC dispensary aboard Sattahip Naval Station upon arrival. While no direct support is derived from the dispensary under normal circumstances, the liaison extends goodwill and professional courtesy, and affords the opportunity for an exchange of information on the prevention and treatment of local diseases/afflictions.

2. In-Country Medical Support Concept

- a. In-country facilities currently designated as those to provide medical support to USMC training units are the RTN Hospital in Sattahip, and the Samitijev Hospital in Bangkok.
- (1) Royal Thailand Naval (RTN) Hospital. Located adjacent to the Sattahip Naval Station, the RTN hospital generally serves as the first echelon of support for medical care which exceeds training unit capabilities, as well as the source of treatment for snake bite victims. Medical treatment is generally restricted to that relatively unsophisticated or to that essential in preparation for evacuation to Samitijev Hospital in Bangkok. This policy is consistent with the capabilities of the RTN Hospital, and further reflects the fact that medical services are rendered free of charge under most circumstances as no mechanism for reimbursement by the U. S. Naval Medical Command currently exists.
- (2) <u>Samitijev Hospital</u>. Located 2 1/2 to 3 hours overland from the Sattahip Naval Station, Samitijev Hospital is a state of the art civilian medical facility which serves as the second echelon of support for medical care which exceeds not only training capabilities, but also the capabilities and/or expense parameters of treatment at the RTN Hospital, Sattahip. Medical bills for training unit personnel are processed through JUSMAGTHAI to the Commander, Naval Medical Command, Office of Medical Affairs (Pacific Region), USNS Barbers Point, HI for adjudication.

3. Medivac Concept

- a. If determined by cognizant medical personnel that Medevac (overland or air) to the RTN Hospital in Sattahip or the Samitijev Hospital in Bangkok is required, medevac will be coordinated by the RTMC/RTN, and will be conducted utilizing ground or air assets of the Thailand armed forces. The exercise unit will complete hospitalization orders to ensure the accountability of the hospitalized Marine/Sailor. The format/appropriation data for such hospitalization will be obtained from this Headquarters (Adj) ten days prior to deployment.
- b. Upon determination by cognizant medical personnel that areomedevac out of Thailand (e.g., Samitijev Hospital, Bangkok) to a U. S. medical facility elsewhere in the western Pacific is appropriate, areomedevac will be coordinated with the JUSMAGTHAI Air Force Division by the SMO, Navy Division, JUSMAGTHAI/Division Surgeon, and will be conducted utilizing air assets (i,e., C-5) of the USAF. The exercise unit will request aeromedevac orders from this headquarters (Adj/Div Surgeon) while coordinating the medevac be with the SMO, JUSMAGTHAI and providing the information to the exercise unit's parent regiment/battalion.

4. Emergency Medical Care of Training Unit Personnel on Liberty

- a. In-country facilities designated as those to provide emergend care to training unit personnel on liberty in Pattaya or Bangkok, the two most prominent liberty spots for USMC personnel training in the vicinity of Sattahip Naval Station -are as follows:
 - (1) Pattaya. Pattaya International Clinic.
- (2) <u>Bangkok</u>. Samitijev Hospital 133 Sukhumvit, SOI 49 Bangkok.
- b. Medical bills generated in treatment of training unit personnel will be processed as indicated in paragraph 9c(1)(b).
- 5. <u>Dental</u>. Emergency dental care can be provided at the dental clinic of the JUSMAGTHAI compound by a civilian dentist under contract to provide detail care for members of the Embassy staff. Reimbursement is not required. The training unit liaison party should ascertain current operating hours, routine and after-hours phone numbers, etc., for coordinating as-required emergency dental care.

CHAPTER 11

FSSG SUPPORT

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CHAPTER 11

FSSG SUPPORT

- 11000. <u>INTRODUCTION/CONCEPT</u>. Assigned missions of a CSSE may include provision of some, or all, of the following:
- 1. Non-aviation peculiar supply support to include requisition, receipt, storage, and issue of all classes of supply.
- 2. Augmentation transportation to include combat and logistic transportation support.
- 3. Services to include laundry, water purification, salvage, decontamination, minor construction and repairs, explosive ordnance disposal, disbursing, legal, postal, exchange, and military police.
- 4. Maintenance support through third and fourth echelon, to include overflow second echelon for Marine Corps ground equipment.
- 5. Medical support to include collection, emergency treatment, evacuation of casualties, medical regulating and protective measures for control of diseases common to field operations.
- 6. Dental support to include emergency and routine treatment, and protective measures for control of dental diseases common to field operations.
- 7. Landing support in surface and helicopterborne operations
- 8. Engineer support of a general and deliberate nature to include bridging.
- 9. Establishment of beach support areas/landing zone support areas and CSS areas include the build-up of supplies ashore, establishing service support and ensuring the security of logistics installations.
- 10. Air delivery support.

11001. OVERFLOW MAINTENANCE.

- 1. All units authorized to perform 2nd echelon maintenance will open EROs using their assigned deployed ERO matrix. Detachments will normally be assigned a partial ERO Matrix assigned by the unit to which they are attached.
- a. At the discretion of the CSSE commander, the CSSE may perform overflow 2d echelon maintenance for those supported units lacking the capability to perform organizational maintenance. Requesting units and detachments are responsible for opening a 2d echelon ERO with job status "38" prior to evacuating the asset to the CSSE. The CSSE will open a 2nd echelon ERO from within its assigned IMA ERO matrix.

- b. Non-CSS units and detachments authorized to perform intermediate maintenance will open EROs using their assigned deployed ERO Matrices. Repair parts will be obtained from the CSSE using EROSL procedures outlined in TM 4700-15/1. All units not authorized to perform intermediate maintenance will evacuate assets to the supporting CSSE. Units and detachments are responsible for opening 2d echelon ERO's prior to evacuation of equipment to the CSSE for maintenance.
- c. The CSSE is responsible for ensuring an organic ERO is open before opening a 3d/4th echelon ERO. The CSSE is also responsible for processing the "T" and "O/T" transactions.

11002. <u>FUJI</u>. The FSSG will support 3d Marine Division, Camp Fuji deployments in accordance with levels of participation as specified below:

1. Camp Fuji (Sub Unit 1):

FSSG will provide supply support through a CSSD which is permanently deployed to Camp Fuji. Support consists of a Class IX Repair Block and Secondary Reparables. Sub Unit 1 provides organizational and limited 3d echelon maintenance on all permanently deployed equipment. Contact team support will be provided upon request to the Commanding General, 3d Marine Division (G-4/MMO). The request will be forwarded to FSSG Maintenance Support Element for action.

Company/Battalion sized deployments:

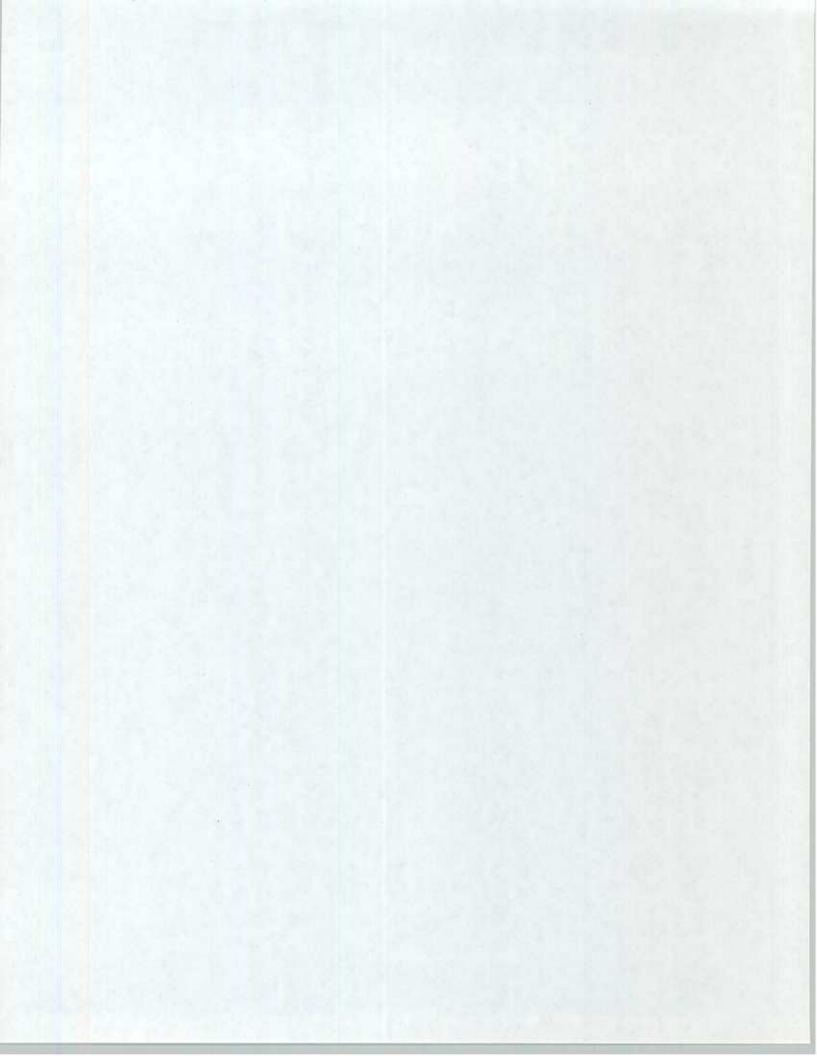
FSSG will provide supply support as indicated above. Maintenance support will be provided either by maintenance contact teams or by attaching a limited number of maintenance MOS Marines to the CSSD for the duration of the exercise. The determination as to whether to deploy maintenance contact teams or to attach personnel to the CSSD will depend on the type of unit that is conducting operations at Camp Fuji, their equipment density, as well as existing commitments. Coordination should be made prior to the deployment with the 3d Marine Division (G-4).

3. BLT sized operations at Camp Fuji:

FSSG will provide a task organized CSSD as the CSSE of the MAGTF The CSSD will be specifically tailored to provide all necessary maintenance and supply support to the MAGTF for the duration of the exercise.

11003. <u>KOREA/PHILIPPINES</u>. The CSSE will be tasked organized to support the various Division exercises in the Republic of Korea (ROK) and the Republic of the Philippines. Proper prior coordination with FSSG is essential to the success of any exercise, and, it will be even more important due to the absence of any permanent CSSE in the ROK or the Republic of the Philippines.

11004. THAILAND. CSS in the form of a CSS Element from the FSSG has not been provided to training units participating in the Thailand training. Should exception to this policy arise, particulars will be addressed in the "Logistics" section of the appropriate Operation Order.



CHAPTER 12

SAFETY

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CHAPTER 12

SAFETY

12000. INTRODUCTION/CONCEPT

- 1. Accidents result in reduced efficiency, prevent utilization of USMC resources, cause expenditure of funds for repair or replacement, or to settle claims against the Government, and endanger public relations. The Commanding Officer or Non-Commissioned OIC of each USMC installation, separate activity, and military unit is responsible for the prevention of mishaps involving personnel, equipment, or property in their charge.
- 2. When an FMF unit departs from Okinawa for training/operations, it will, upon its physical departure from the island, operate its own safety program with a designated Safety Officer as outlined in MCO 5100.8E.
- 3. The unit Safety Officer must be familiar with mishap reporting procedures as outlined in MCO 5101.8d and ensure that all reportable mishaps are reported to the Commanding General, 3d Marine Division, (G-4, Safety Officer) within seven days of the mishap. Appendix F, provides a flow chart to help guide the unit Safety Officer in determining when a mishap report is needed. It must be remembered that if there are casualties involved in the mishap, the procedures contained in paragraph 1000.3 will be followed. The seven day limit for reporting DOES NOT apply for casualties.
- 4. Prior to the deployment, pre-deployment safety briefs concentrating on needs and peculiarities of deployment site(s) will be given.
- 5. If there is a national holiday or if special liberty is granted during the deployment, the unit shall receive a pre-liberty safety brief from the unit Safety Officer or Commander.
- 12001. GROUND MISHAP REPORT. The following information is required in the Ground Mishap Report:
- 1. <u>Summary of incident</u> Generally a two line, brief description of what occurred.
- 2. Mishap information.
 - a. Unit.
 - b. Class A, B, or C mishap
 - c. On or off duty/training
 - d. Day, month, year, local time, day of week.

- e. General geographical location (state and country)
- f. Specific location (building number, range name or number, camp or base, street or highway).
 - g. General Activity at time of mishap.
- h. Environmental conditions (temperature, humidity, weather conditions, road conditions, lighting, etc.).

3 Personnel Data

- a. Fatalities: List each separately with name, rank, MOS, age, sex, unit, duty status, specific activity at time of mishap, number of months experience in MOS/job activity.
- b. Injuries: Same as fatalities, including mishap type, description of injury, number of days hospitalized, number of days restricted duty, whether permanent total or permanent partial disability is likely.
- c. Other fatalities/injuries as required for non-DOD personnel.
 - d. Witnesses: Name, unit, phone number.
 - e. Operator: As required
- f. DOD property damage: List each item separately with actual or estimated cost for each item.
 - g. Non-DOD property damage: same as number 6 above.
 - h. Point of Contact: Name, rank, and phone number.
- i. Narrative. A concise description of the mishap, including the events leading up to and resulting in the mishap; tools, equipment, materials, etc. in use. Include the dates off release and admit to BAS clinic, hospital, and location. Include the dates of restricted duty, convalescent leave, and the present or anticipated duty status of injured personnel.

4. Additional Information

- a. Qualifications: List any required qualifications for the activities being performed at the time of the mishap and whether or not the personnel involved held those qualifications.
- b. Personal protective equipment: Equipment/clothing used or worn. Indicate if required/used and the effectiveness.
 - c. Motor vehicle mishaps:

Type of vehicle (year, make, model).

Operators permit (limitations/expiration date).

- (3) Driver training courses completed (driver's improvement, motorcycle safety, specific vehicle/MOS related schools) with dates and locations.
- d. Alcohol/Drug related: Yes or no entry is required. BAC should be included if known.

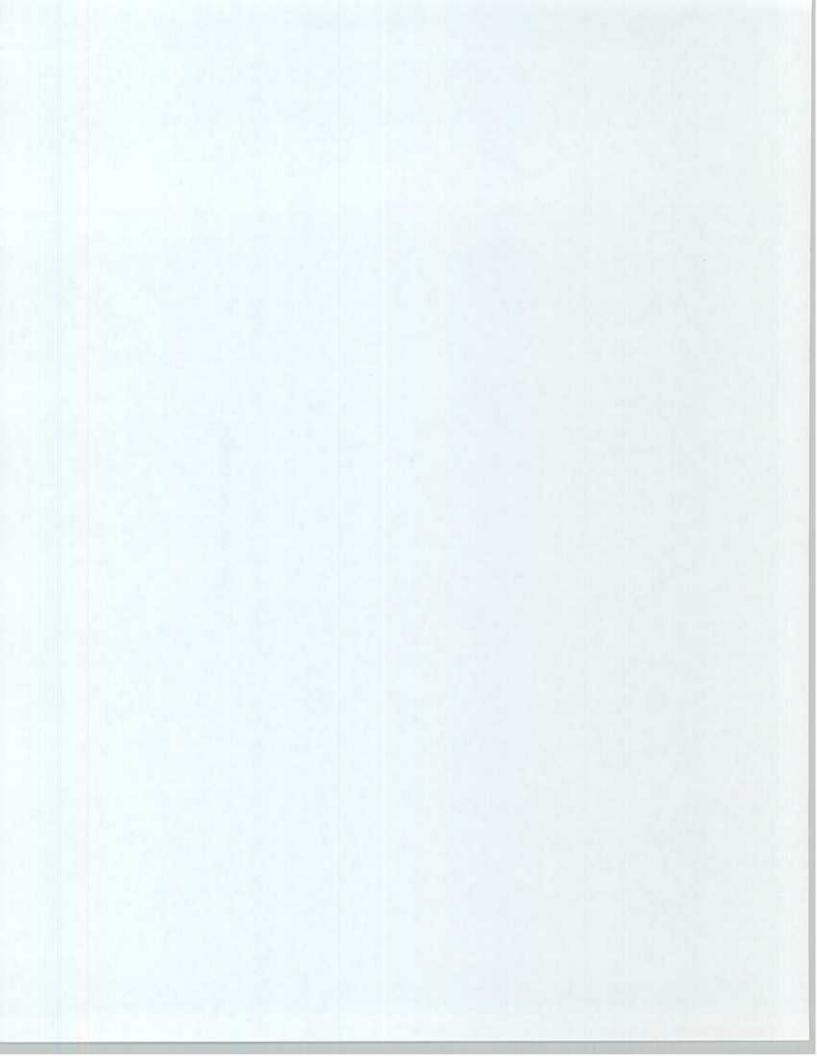
5. Cause Factors.

- a. Personnel factors: Describe any unsafe acts of personnel who caused or contributed to the occurrence of the mishap.
- b. Supervisory factors: Management factors that may have contributed to the mishap (SOP's, protective equipment, dissemination of information, level of supervision, availability of tools and equipment, etc.).
- c. Material/equipment factors: Describe any material/equipment defects, failures, malfunctions, or hazards that contributed to the mishap. Identify the material/equipment by name, stock number, lot number, or any other descriptive information.
- d. Facilities factors: Describe any hazards in the workplace, facilities, or outside areas which caused or contributed to the mishap.
- 6. <u>Corrective Action.</u> Recommendations/lessons learned: Based upon the cause factors, identify lessons learned and actions taken to prevent such future mishaps.

CHAPTER 13

ORDNANCE

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CHAPTER 13

ORDNANCE

13000. INTRODUCTION/CONCEPT.

- 1. STOWAGE OF ORDNANCE WEAPON SYSTEMS. Stowage of all weapons will be in armories, small arms lockers, rifle racks and pistol chests. When armory space is not available within the confines of a building, the use of metal containers (PALCON/QUADCON) is authorized for the security of weapon systems. Units should request from the TAP, via the Division Supply Officer, PALCON NSN 8115D01D199-D9207, QUADCON NSN 8115D01D199-D4017 or CONEX boxes for weapon storage. These containers are air transportable.
- a. OFF ISLAND ARMORY FACILITIES. When facility space is allocated for the establishment of an armory, the following procedures will be adhered to:
- (1) The armory will be managed in accordance with the provisions set forth in FMFPacO P8000.2 and OPNAVINST 5530.13.
- (2) All weapon systems that are not in use are to be stored within the armory under lock and key.
- (3) Weapon systems will be secured in appropriate rifle racks or pistol chests when not in the actual possession of an individual.
- (4) Daily sight counts will be accomplished upon opening and closing of the armory and this report will be sighted by the Commanding Officer.
- b. <u>FIELD ARMORIES</u>. When facility space is not available for the storage of weapon systems, the following procedures will be adhered to:
- (1) Field armories will be located in a secure area within the field of operation.
- (2) Field armories will be arranged to provide limited access through one entrance.
- (3) Only personnel authorized by the Commanding Officer will be allowed to possess keys to the field armory.
- (4) Warning signs will be posted clearly to define the area under protection. Signs will state "RESTRICTED AREA" and will be posted at the entrance.
- (5) Concertina wire will be placed around the perimeter of the field armory in such a manner to preclude entry of unauthorized personnel.